

**LAW CENTRE II**  
**UNIVERSITY OF DELHI**

**Important Instructions for the LL.B. Students of Law Centre II**  
**Appearing in the OBE Examinations July 2021**

**(from 20 July 2021)**

1. These instructions are for the students of Law Centre II.
2. The Nodal Officers of Law Centre II for the examination are:
  - (i) Mr. Santosh Kumar Upadhyay (9899672423, [skupadhyay@lc2.du.ac.in](mailto:skupadhyay@lc2.du.ac.in)): For students appearing in the IInd Semester papers.
  - (ii) Mr. Ashutosh Acharya (8826674763, [aacharya@lc2.du.ac.in](mailto:aacharya@lc2.du.ac.in) ): For students appearing in IVth Semester Papers.
  - (iii) Mr. Akash Anand (9560299588, [akashllm2011@gmail.com](mailto:akashllm2011@gmail.com)): For issues relating to the receiving of Question Papers.

**Receiving of Question Papers**

3. The students will receive question papers on their Portal. However, if any student has difficulty in receiving/downloading Question Paper, such student may contact or write to (with their Admit Cards ):
  - (a) Mr. Akash Anand (9560299588, [akashllm2011@gmail.com](mailto:akashllm2011@gmail.com) )

**Answering Question Paper, Duration and Submission of Answer Script:**

4. The students shall answer the questions on A4 Size papers (ruled or plain) with black or blue pen. All the sheets should be serially numbered on the top of each page.

5. On first page, the students shall write the following details (providing any other personal information like name, email ID, Mobile No or Name of the College will be treated as unfair means and action will be taken as per University rules):
  - a) Date and time of examination (DD/MM/YYYY, HRS:Min):
  - b) Examination Roll Number:
  - c) Name of the Program i.e. LL.B.
  - d) Semester:
  - e) Unique Paper Code (UPC):
  - f) Title of the Paper:
6. Students should press “Submit Button” on the portal only after carefully checking the answers that have been uploaded and after ensuring that all the answers are uploaded properly and all other details are properly complied with.
7. Step by Step guidelines and detailed instructions are already available at <https://obe.uod.ac.in> and students are advised to read them carefully before exam.
8. The students will get three hours for answering question paper and one hour for IT based activities (downloading, scanning the answer sheets and uploading etc). If students failed to submit on portal within these four hours due to poor connectivity issues, such students may also submit his answer script during fifth hour on the portal. However all such students submitting during fifth hour must keep with themselves the documentary evidences of poor connectivity and failed submission during first four hours. Such documentary evidences would be asked from the students later.

**IMPORTANT (Submission through e-mail):**

In case of poor internet connectivity/any unforeseen technical glitches etc., the student is advised to submit their script even beyond five hours with the documentary evidence to the email ID of the Nodal Officers. The maximum time limit for delayed submission is 30 minutes (documentary evidence of non-submission on the portal must be attached). However, all such cases (email submission) will be examined by the Review Committee, and these answer sheets shall be evaluated based on the decision of the Review and result of such students may be delayed.

All such student who could not submit on the portal within 5 hours due to low or poor internet connectivity can submit their answer scripts within 30 minutes after five hours with all documentary evidence as per follows:

- (a) The students appearing in IInd semester papers may e-mail their answer scripts (with all the documentary evidence of failed submission on the Portal) to [skupadhyay@lc2.du.ac.in](mailto:skupadhyay@lc2.du.ac.in) within 30 minutes after 5 hours from the commencement of examination.
- (b) The students appearing in IV semester papers may e- may mail their answer scripts (with all the documentary evidence of failed submission on the Portal) to [aacharya@lc2.du.ac.in](mailto:aacharya@lc2.du.ac.in) within 30 minutes after 5 hours from the commencement of examination.

**Note:**

1. The students are encouraged to submit their answer scripts on Portal. Because e-mail submission may cause delay in the declaration of results.
2. The option of e-mailing of answer scripts should only be exercised in very exceptional circumstances of low or poor internet connectivity (with documentary evidence (3 or 4 screen shots of failed submission during first five hours)) and only when students failed to submit on the portal during first five hours.
3. While submitting answer scripts through e-mail, the student must write roll no., date and time of the examination, Unique paper Code and Paper name, Programme and semester in the body of mail.
4. Student must send a single e-mail containing all the four answers and the documentary evidence of failed submission on the portal. Total size of e-mail must not be more than 20 MB. Students must not send their answer scripts in Google Drive or any link etc. The student should simply attach the answer sheets with the e-mail. The students would not receive any acknowledgment or confirmation for the answer scripts submitted through e-mail.
5. Answers Scripts on e-mail will be accepted only after lapse of first five hours and within thirty minutes after first five hours with the documentary evidence.

**Other Information:**

- For any other issues during examination, the students may contact to the respective Nodal Officers.

- The instructions to the PwBD students would be communicated to them through e-mail.

**1. THESE GUIDELINES ARE SUBJECT TO ANY GUIDELINES ISSUED BY THE EXAMINATION BRANCH, UNIVERSITY OF DELHI.**

**3. IN CASE OF ANY QUERY, THE STUDENT SHOULD CONTACT THE RESPECTIVE NODAL OFFICER THROUGH E-MAIL.**