



# Government Small Industries Development Corporation शासकीय लघु उद्योग विकास महामंडळ

मुख्य कार्यालय:- बुल्डींग नं. ४५ वाडी पोलीस स्टेशन के सामने अमरावती रोड वाडी नागपूर - ४४००२३

प्रशासनिक कार्यालय:- ऐश्वरी सोसायटी गोधनी रोड झिंगाबाई टाकली नागपूर - ४४००११

Head Office: Bldg No. 45 Opp. Wadi Police Station Amravati Road Wadi (Wagpuradi) Nagpur - 440023

Administrative Office: Aishwari Society, Zingabai Takli Godhani Road, Nagpur - 440011

Website: [www.gsidc.org.in](http://www.gsidc.org.in) Email id: [info@gsidc.org.in](mailto:info@gsidc.org.in) Phone No: 022-69612180 Toll Free No. 1800-8891134

Ref No.:GSIDC/ EXAM/2025/871

Dated-03-JAN-2025

## CIRCULAR

Conduct of Practical Examination/Project Assessment/Internal Assessment for Diploma and certificate Courses, for First Year and second Year.

As per provisions of Examination Bye-Laws/Scheme of Studies of the Council, the Practical Examinations/Project Assessment/Internal Assessment for the Exam 2025 will be conducted as per the following schedule.

Date of start of Practical Examination/Project Assessment/Internal Assessment	05-Jan-2025
Last Date for Completion of Practical Examination/ Internal Assessment	31-Jan-2025
Date of Start of Uploading of Marks/Internal Marks	05-April-25
Last Date for Uploading of Marks/Internal Marks	15-April-25

All the Institute are therefore requested to initiate the following actions to ensure timely completion of Practical Examinations/ Project Assessment/Internal Assessment of all the Candidate.

1. Prepare a plan based on the number of candidate registered in the Council Portal in Concerned Diploma and Certificate and inform all the students timely, so that all students can appear in the Practical Examinations/Project Assessment/Internal Assessment.
2. Inform all the Candidates that they need to appear in the Practical Examinations/Project Assessment/Internal Assessment during the schedule as given above only. The Practical

Examinations/Project Assessment/Internal Assessment of a Candidate who may be absent on the day of examination due to any reason, shall also be re-scheduled within decided dates. No request for special permission beyond the schedule shall be entertained by the Council.

3. In case a Candidate is absent in the Practical Examinations/Project Assessment/Internal Assessment etc. for exam 2025, the candidate is to be marked "ABSENT" in the Online System. In cases, where a candidate is absent on the day of examination, due to any reason and his Practical Examinations/Project Assessment/Internal Assessment is to be conducted at a different date, he shall be marked as "RE-SCHEDULED" instead of "ABSENT". The Institution will be allowed to re-conduct the Practical Examinations/Project Assessment/Internal Assessment in respect of candidates marked as "RE-SCHEDULED" during the above schedule only.
4. Contact the Regional office for appointment of External Examiner(s) and observer.
5. Ensure timely completion of Examinations, uploading of marks on the same day and dispatch of answer books to the Council Administrative office.

Copy to Web-admin with the request to uploaded on [www.gsidc.org.in](http://www.gsidc.org.in)

  
मुख्य कार्यकारी अधिकारी / chief executive officer  
शासकीय लघु उद्योग विकास महामंडळ  
Government Small Industries Development  
Corporation, भारत / India

**Copy sent to the following for information and necessary action: -**

1. CEO/Chairman, Government Small Industries Development Corporation.
2. General Secretary, Government Small Industries Development Corporation
3. Controller of Examinations, Government Small Industries Development Corporation.
4. Director, Government Small Industries Development Corporation.
5. Guard File.



  
सत्य प्रतिलिपी / Verified Copy  
परीक्षा नियंत्रक / Controller of Examination  
शासकीय लघु उद्योग विकास महामंडळ  
Government Small Industries Development  
Corporation, भारत / India