

Prasanta Chandra Mahalanobis Mahavidyalaya

(Accredited by NAAC)

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Date: 05.03.2021

NOTICE

Theoretical (Honours and Programme)-Semester III, Semester V and Semester I (CBCS) Examination 2020-21 WBSU

Semester III Theory Examination will start from 13.03.2021 and ends on 26.03.2021, Time **11:00 A.M. to 1:00 P.M.**

Semester V Theory Examination will start from 15.03.2021 and ends on 23.03.2021, **Time 2:00 to 4:00 P.M.**

Semester I Theory Examination will start from 27.03.2021 and ends on 06.04.2021, Time **11:00 A.M. to 1:00 P.M. and 2:00 to 4:00 P.M.**

Students having valid Registration Numbers, Roll Numbers, and possessing Proper Admit Cards are eligible for Examination.

Departmental Email are to be displayed on the college website for University Examination.

All HODs are instructed to compile a list of students for both Regular and Casual candidates who are appearing for the Examinations. This list must contain registration numbers and name of the concerned students.

Questions can be downloaded from the website www.wbsuexams.net by putting registration number as log in ID between 10: 30 A.M. and 1:30 P.M. on the dates of examinations. Examination Incharge also can download the questions and sent to the respective candidates via Email or WhatsApp.

HOD will select one Examination incharge for that day who will monitor all these works regarding question download, receiving of answer scripts etc. The list of Examination incharge with Phone number is to be submitted to Headclerk.

All the Email Id and phone number of the students to be kept with the Examination in Charge. The incharge mobile number should be provided to students also. Absenteeism of students taking examinations must be followed up.

Students should write the answers in A4 size paper with proper margin and page number positively. First page will contain only Subject, Roll Number and Registration Number. No name should be written there.

Students have to submit the answer-scripts through Departmental E-mail/ or Incharge Mobile WhatsApp. From the WhatsApp it is to be transferred in Departmental Mail ID. At the time of uploading answer-papers Scanned copy of the Admit Card is to be submitted also. The PDF format of answer script should have student name and papercode.

If any student having difficulty in uploading answer-script may send the written answer-script along with a photocopy of Admit Card duly sealed in an envelope to the college office through authorized representative within 24 hours. On the top of the sealed envelope it should be written Subject, Roll Number, Registration Number of the Candidate only.

Examination incharge should send a report of candidates sent up and answerscript receipt to the Headclerk daywise.

All the students are directed to preserve their answer scripts which is to be submitted to college after pandemic is over.

All marks after evaluation must be sent to the respective HOD, who will then upload the marks with help from the department.

A schedule for marks upload must be framed by HOD and to be completed before the due date.

By order
Principal
Prasanta Chandra Mahalanobis Mahavidyalaya