

SIDHO-KANHO-BIRSHA UNIVERSITY

Dr. Subal Chandra De
Controller of Examinations



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THE DEPARTMENT OF CONTROLLER OF EXAMINATIONS

Ref. No: - 8066/SKBU/CE/Gudilines-UG Sem-IV & II Exam/2022

Date: - 15.06.2022

Guidelines for Examinees regarding UG 4th & 2nd Semester Examinations, 2022

- This Theoretical examinations of 4th & 2nd Semester, 2022 will be held through Online mode and the Practical as well as Project papers will be conducted through offline mode.
- The question papers will be available in the websites of both Colleges and University following the examination schedule at least half an hour before the commencement of the examination.
- Students who have no internet access may collect the question papers (hard copies) from their respective colleges.
- Students are to write the answers by their own handwriting on A4 size papers (only on one side) of their own.
Soft copy of the Front page(I & II) designed by the University will also be available in the websites. Students are to take print (both) and attach with each answer script after duly filled in all fields (Examination, Subject, Course, Roll No., Registration No. etc.) and they must sign in the specified space underneath a declaration. Without the properly filled in and signed front page (I & II), the answer script will be treated as cancelled.
- For SEC/LCC/AECC papers the answer sheet is to be downloaded by the students for answering. Students are instructed to fill all the fields (Examination, Subject, Course, Roll No., Registration No. etc.) and submit this answer sheet after giving the examination to the respective colleges along with the front page I only (front page II is not to be attached in this case.)
- Examinees are also to write their Roll No. and mention page no. in each page of the answer scripts.
- Examinees will have to submit answer scripts to their own colleges on the same day within one hour after the examination is over.
In case of offline submission the colleges should issue the receipt/acknowledgement to the students.

Before submission, examinees are instructed to check the sequence of pages of their answer Scripts (Front page followed by page no 1,2,3,4....)
- PWD candidates who are not able to write by their won will be allowed scribe for writing. The students are instructed to contact the respective college in this regard.
- For S-type & C-type courses Practical examinations are to be conducted in offline mode at their own colleges as per the schedule.

- Students are directed to follow Covid-19 health guidelines during the period while he or she will be in college campus.
- The examinees will come under the purview of disciplinary measures on the basis of Examiner's report in case any of them writes/posts anything that goes against the sanctity of the examination and the system as well.



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