

Sree Chaitanya Mahavidyalaya

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URGENT INSTRUCTIONS FOR THE CANDIDATES OF B.A., B.Sc., B. Com (Honours & General) Semesters 1,2,3,4 and 5 OF THE SUPPLEMENTARY EXAMINATIONS, 2021

1. B.A., B.Sc., B. Com (Honours and General) examinees of the 1st, 2nd, 3rd, 4th and 5th Semesters having valid Registration Numbers, Roll Numbers, and possessing proper Admit Cards may write the examinations, sitting at home, in accordance with the programmes given on the **WBSU website (www. <https://www.wbsuexams.net>)** (and in the college website: **(www.sreechaitanyamahavidyalaya.ac.in)**)
2. Questions may be downloaded from the West Bengal State University website (<https://www.wbsuexams.net/>) and also from Sree Chaitanya Mahavidyalaya website (www.sreechaitanyamahavidyalaya.ac.in).
3. **Questions will be uploaded to the specified websites (WBSU website: (<https://www.wbsuexams.net/>) and Sree Chaitanya Mahavidyalaya website (www.sreechaitanyamahavidyalaya.ac.in) at least half an hour before the commencement of the examinations.** (Slight variation may occur in the time of uploading due to the connectivity issues)
4. **The candidates of the Honours and Programme examinations will be provided time up to 1 hour from the end of the examination for uploading their scanned answer scripts along with a scanned copy of their valid Admit card (attaching a copy of the Admit Card is mandatory) issued by the West Bengal State University.**
5. **The respective e-mail IDs for uploading the scanned answer scripts and Admit Cards will be provided on the days of the examinations, on the body of the uploaded question paper/s in the college website.** If the students have to write answer for different Units of one paper, they must upload those different answer scripts dedicated for the separate Units, along with the obligatory attachment of the scanned copy of their respective Admit Cards and must follow the rules for writing a fresh answer script. depicted elaborately in the point no. 7.
6. **The Admit Card issued by the WBSU and the answer scripts to be uploaded must be in the single PDF (Portable Document Format). Conversion to PDF can be done using any legitimate technology through the desktop, laptop or the smartphones.**
7. **The candidates are strictly instructed to write down their University Roll Number and Registration Number, the name of the subject to be examined**

and the Paper code, Paper name (wherever applicable), date of the examination, Semester number for which they are writing the script in the front page. In each page they must compulsorily continue putting their University Roll Number and Registration Number. They must put the page number in each page of the answer script number (i.e. 1,2,3,4...).

8. The concerned examinees (B.A., B.Sc., B. Com- Honours and General / Programme, Semesters 1, 2, 3, 4 & 5), 2021 are instructed very seriously to frequently check the Inboxes and Sent items of their E-mail to ensure that their answer scripts have reached the destination mail IDs, i.e., designated e-mail IDs provided in the college website and along with the question papers, in each day for each paper and subjects thereof.

Dr Subrata Chatterjee

Principal

Sree Chaitanya Mahavidyalaya (College Code:140)

The URL of the college website is as follows:

www.sreechaitanyamahavidyalaya.ac.in