



Reference No. CBPBU/CE/Notice/Guidelines/0895/F2/2020

Date: 22.09.2020.

NOTIFICATION

Revised Guidelines related to Terminal Semester/Final Year Examinations, 2019-2020 along with backlog papers (even semesters & U.G. Part-II) of UG and PG courses through Online in view of COVID-19 Pandemic Situation:

1. Terminal Semester/Final Year Examinations, 2019-2020 along with backlog papers (even semesters & U.G. Part-II) of UG and PG courses will be conducted through Online. In this examination, candidates can take the examination remotely from their home/any other place.
2. The candidate does not require the availability of online platform for the entire duration of the examination. A PC/Laptop/Mobile Phone with internet connectivity is required (i) initially for downloading the question paper from the portal and (ii) finally for uploading the handwritten answer scripts on the portal.
3. Question paper(s) for Terminal Semester/Final Year Examinations, 2019-2020 along with backlog papers (even semesters & U.G. Part-II) of UG & PG courses shall be available online at **www.cbpbu.net** as per notified Examination Schedule.
4. Candidates shall **login** with their **Registration No., Examination Roll No.,** and **Captcha** to download the question papers of their respective Subject(s)/Paper(s). They shall upload the answer script(s) of their respective Subject(s)/Paper(s) following the same procedure in **pdf (single file)/jpg format** within time as per notified Examination Schedule. Contact mobile number will be asked before uploading the answer scripts.



Cooch Behar Panchanan Barma University

Vivekananda Street, Cooch Behar- 736101, West
Bengal Phone: 03582-230111
Email: coe@cbpbu.ac.in Website: www.cbpbu.ac.in

OFFICE OF THE CONTROLLER OF EXAMINATION

5. Candidates are advised to login **15 minutes** before the commencement of the examination.
6. In case of any examination related emergency, candidates of U.G. courses shall contact immediately with their respective College(s) within 5 p.m. of the respective date of examination.
7. In case of any examination related emergency, candidates of B.LIS. & P.G. courses shall contact immediately with the University within 5 p.m. of the respective date of examination.
8. The answers to the question(s) should be written by candidates in their own handwriting unless a scribe has been permitted as per rules. **Typed answers shall not be accepted.** Answers should be hand-written on a plain white A4 size paper (**only one side is to be used**) using black or blue ball point pen.
9. Answers to each question should start from a fresh page. All pages are required to be **numbered** and **Examination Roll No.** should also be written on each page.
10. Candidates will write the **Name of the Examination, Semester/Part, Course, Registration No., Examination Roll No., Subject, Paper Code, Paper Type (Theory/Practical/Project) and Date** on the **first sheet of each answer script.**
11. After uploading each answer script on the portal, the candidate must see the preview before final submission for checking total uploaded page number and its legibility. Once the answer script is finally submitted on the portal, no change/resubmission in the uploaded answer script will be possible.



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12. All candidates should ensure that their **examination forms** for the **respective courses have been correctly filled-up.**

13. In case a student of terminal semester/final year is unable to appear in the examination conducted by the University for whatsoever the reason(s) may be, he/she be given opportunity to appear in special examinations for such course(s)/paper(s), which may be conducted by the university as and when feasible, so that the student is not put to any inconvenience/disadvantage. The above provision shall be applicable only for the current academic session 2019-2020 as a one-time measure.

14. Information available on the official website of Cooch Behar Panchanan Barma University shall only be considered authentic for all purposes.

15. The above guidelines are valid only for the Terminal Semester/Final Year Examinations, along with backlog papers (even semesters & U.G. Part-II) of UG and PG courses students for the **academic session 2019-2020 only.**

Cooch Behar Panchanan Barma University in this difficult time endeavours to conduct the Terminal Semester/Final Year Examinations, along with backlog papers (even semesters & U.G. Part-II) of UG and PG courses students for the academic session 2019-2020 and the results will be declared within 31st October, 2020 so that our students can achieve their future goals.

(Dr. Abhijeet Deb)
Controller of Examination
Cooch Behar Panchanan Barma University