Bharathidasan University

Tiruchirappalli – 620 024

Under Graduate, Post Graduate and Diploma Final Semester Online Examinations of April 2020

Instructions for Students

- For both under graduate and post graduate examinations are scheduled from 21st – 30th September, 2020.

- Mode of examination is through online.

- The examination duration is 3 hours as per the instructions in the question paper.

- Examinations shall be conducted every day in the morning session only (10.00 a.m. to 01.00 p.m.).

- Question papers have to be downloaded from the University web portal by the students using their registration number as user ID and respective password (Date of Birth as per university records) one hour before the examination.

- The examinations will be as per the existing scheme of the question paper. Students would have a time period of 6 hours to complete the process of downloading the question paper (1 hour), writing the examination (3 hours) and hand over to the Colleges or **upload the answer script in the same portal as a single file in the form of PDF or to submit the answer scripts in the form of PDF as a single file to the given e-mail** (2 hours). An hour extra time is permissible for Differently Abled Persons.

- After writing the examinations, students may submit the answer scripts (all the papers have to be tied using twine) to the respective college Principals or to the nearby colleges including autonomous colleges under the jurisdiction of Bharathidasan University.

- Handing over the answer script to the colleges for the candidates who have uploaded the scanned copy of the answer script in to the University portal is optional

- Once the students uploaded the answer scripts in the University website, it cannot be changed. Hence, it is strictly instructed to the students to check thoroughly before uploading of answer scripts.

- After downloading the question paper, the students are asked to write the examinations on their own stationery (A4 size unruled white papers)

- The students must write the examination on their own hand writing in blue or black pen and not allowed to type answer papers and also copy & paste the text book or Google images in their answer scripts.

- Students should write their Registration Number, Centre Code/College Code, Title of the Paper, Subject Code, Date and Time of the examination in the top portion of all pages and also put their signature with date at the bottom of all pages of the answer scripts.

- The total number of pages written should be mentioned in the front page of answer script.

- An acknowledgement from the Principal of the College may be obtained by the respective students after handing over the answers scripts.

- A receipt of automatic acknowledgement will be issued to the students who submit the scan copy of the answer script by e-mail/by uploaded to the portal.

- For issues related to downloading question papers and uploading the answer scripts, the students shall contact the Principal/HoDs/coordinators nominated in their respective colleges.

- Students may opt for mock test to be conducted on 18.09.2020 at 11.00 A.M. The link will be uploaded in the University website on 18.09.2020 at 9.00 A.M.

- Outgone students who paid and registered for examinations are permitted to write sixth semester (for UG) and fourth semester (for PG) papers only.

- Students should not attempt any malpractices and if any such malpractice is detected students are liable for appropriate action as per existing University norms.

Controller of Examinations (i/c)