

# UNIVERSITY OF NORTH BENGAL

ACCREDITED BY NAAC WITH GRADE A

*Dr. Debasis Dutta*  
Controller of Examinations



0353-2776365  
0353-2699283  
P.O.: North Bengal University,  
Raja Rammohunpur,  
Dist.: Darjeeling,  
West Bengal, India,  
Pin: 734 013.

Ref. No.: 1660/A(i)/CE-2020

Date: 05.09.2020

## Notice for conducting U. G. Part-III (Honours / General) Examinations, 2020

Dates	Particulars
08 <sup>th</sup> September, 2020	Students strength alongwith subject combinations of U. G. Part-III students will be sent to the College Members area.
10 <sup>th</sup> September, 2020	The examination schedule of U. G. Part-III will be uploaded in <b><i>nbuexams.net</i></b> and <b><i>nbu.ac.in</i></b> also e-mailed to all the Colleges.
From 15 <sup>th</sup> September, 2020	Candidates of U. G. Part-III shall download their Admit Cards from <b><i>nbuexams.net</i></b>
By 16 <sup>th</sup> September, 2020	Blank answer scripts and Loosesheets shall reach respective Colleges.
21 <sup>st</sup> to 26 <sup>th</sup> September, 2020	<p>Colleges will distribute blank written scripts and Loosesheets amongst students of U. G. Part-III Examinations, 2020 according to the ROASTER prepared by the Colleges. The College will provide blank written scripts and Loosesheets for all the papers a candidate is appearing. Instead of the students their guardian or any authorized person will have to come to the College concerned alongwith the copy of the candidate's Admit Card, original Registration Card and Photo Identity.</p> <p>A candidate of U. G. Part-III Examinations, 2020 may also download the first page of the blank answer scripts from <b><i>nbuexams.net</i></b> and may use A4 size paper for writing the answers.</p> <p>And the last option for a student of U. G. Part-III Examinations, 2020 leaving far away from his / her College may collect the blank written scripts and Loosesheets from the nearest College on production of the aforesaid documents by their guardian or any authorized person.</p>
25 <sup>th</sup> September, 2020	The markslips of U. G. Part-III Examinations, 2020 shall be uploaded online. The Colleges shall download those markslips and provide the teachers concerned of their Colleges evaluating the answerscripts.
From 30 <sup>th</sup> September, 2020 to 5 <sup>th</sup> October, 2020	<p>The question papers will be uploaded on daily basis sharp at <b>5:00 p.m.</b> in <b><i>nbuexams.net</i></b> on the previous day of the examinations as per examination schedule and the students may download the question papers inserting their registration numbers.</p> <p>A set of Questions shall also be sent to the College Members area on daily basis.</p>
1 <sup>st</sup> to 6 <sup>th</sup> October, 2020	<p>The candidates of U. G. Part-III Examinations, 2020 shall write their examination in the blank answerscripts provided for all the papers sitting at home. Answer scripts will have to be submitted by the guardian or any authorized person in the College within 24 hours after completion of each paper maintaining COVID-19 protocols on production of photocopy of Admit Card, original Registration Card and photo Identity of the candidate (i.e. within <b>5:00 p.m.</b> on the day of examinations).</p> <p>After submission of the candidates' written scripts by any authorized person, they shall be provided with a receipt copy or acknowledgement of the receipt by the College.</p> <p>If a candidate is unable to submit the hardcopy of the written scripts in the College concerned within 24 hours may upload the same in <b>pdf</b> format in the College website within 24 hours after completion of writing the paper (i.e. within <b>5:00 p.m.</b> on the day of examinations).</p> <p>Submission of the hardcopies of the written scripts have to be done by the authorized person, on the next day after the completion of the entire examinations who had uploaded in <b>pdf</b> format in the College website.</p>

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Dates	Particulars
From 3 <sup>rd</sup> October, 2020	Written answerscripts are to be handed over to the College teachers subject wise by the College authority for evaluation and thereafter for post publication scrutiny.
13 <sup>th</sup> October, 2020	Evaluated written scripts of U. G. Part-III Examinations, 2020 are to be submitted by the teachers to the College authority.
14 <sup>th</sup> to 15 <sup>th</sup> October, 2020	Evaluated written scripts will be collected from the Colleges and brought to the University. Scripts are to be packed as per the instructions provided by the Examination Branch.
17 <sup>th</sup> October, 2020	Head Examinership shall begin.
31 <sup>st</sup> October, 2020	U. G. Part-III Examinations, 2020 results shall be published.

Practical marks of paper concerned shall be considered based on what has already been sent by the College.

If a candidate is unwilling to appear for the prescribed modes of examinations 2020, they may intimate the Principal of the College concerned (within **30<sup>th</sup> September, 2020**) who in turn will inform the Controller of Examinations, University of North Bengal via e-mail: [assistantcont1@nbu.ac.in](mailto:assistantcont1@nbu.ac.in) The candidate may appear in special examination as and when normalcy is restored and as decided by the University.

The Principal / Teacher-in-charge may request any teacher, non-teaching staff or any other personnel associated with the College to attend College as per his / her requirement(s) from **21<sup>st</sup> September, 2020** in the interest of publishing of the results on the date mentioned above.

The hardcopies of the question papers for all subjects will reach College well before the commencement of examination and in case of any exigency the Principal may open it for issuance to candidates who are unable to download it from [nbuexams.net](http://nbuexams.net) on the date of examination.

The Principal of the Colleges shall e-mail in [assistantcont1@nbu.ac.in](mailto:assistantcont1@nbu.ac.in) the composite list as per the format provided, after the publication of the U. G. Part-III results, of names of the examiners and pre-publication scrutinizers, name of the subject, paper number and number of scripts allotted to them for evaluation and scrutiny. The remuneration shall be credited in their account in due time.

  
Controller of Examinations

**Copy to:** (i) **The Hon'ble Vice-Chancellor, University of North Bengal.**  
(ii) **The Registrar, University of North Bengal.**  
(iii) **The Principals of all Colleges affiliated to the University of North Bengal.**  
(iv) **The Secretary, Under Graduate Council, University of North Bengal.**