



WEST BENGAL STATE UNIVERSITY

Berunanpukuria, Malikapur, Barasat
24 Parganas (North), Kolkata – 700 126
Phone No. 033 – 65406213

Reference No. WBSU/COE/Exam Sem/1726/2022

Date: July 19, 2022

GENERAL GUIDELINES FOR UNDER-GRADUATE CBCS SEMESTER-II & IV EXAMINATIONS 2022 (HONS. AND GENERAL)

1. Students/ Examinees 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 website.
2. Questions will be sent to the students through E-mail, or Whatsapp (WA), or any such mechanism that can be accessed.
3. **Questions will be sent to students before half an hour to start i.e.10:30 AM and 11:00 A.M. (For 1st Half) 1:30 P.M. to 2:00 P.M. (For 2nd Half)** (there may be a little variation in time because of connectivity issues) on the dates of examinations or may be downloaded from the website www.wbsuexams.net / www.wbsuexams.com and students have to complete submission of written answer-scripts through E-mail by the same day/ date within 1 hour after end of exam. time to his/her own College. **For example, if the date of Examination is July 20, 2022; the papers must be submitted by July 20, 2022 by (i) For 1st half subjects to be submitted by 02:00 P.M. (ii) 2nd half subject to be submitted by 05:00 P.M. At the time of uploading answer-papers please submit a copy of the Admit Card also.**
4. Any examinee having difficulty in uploading answer-script may send the written answer-script duly sealed in an envelope to the respective college office through authorized representative or she/he her/himself may submit the answer-script on the same day of the date of examination. **For example, if the date of Examination is July 20, 2022; the papers must be submitted by July 20, 2022 by (i) For 1st half subjects to be submitted by 02:00 P.M. (ii) 2nd half subject to be submitted by 05:00 P.M.**
5. Students are strongly advised to write answers in their own words.
6. Students may write answers on University-approved answer-papers or they may write on A4 size papers. The respective college Principals may request the University to get Answer-papers (khatas) on which students may write their answers.
7. Examinees must write their respective Registration Numbers and Roll Numbers on the top of each page. They are strongly advised to put page numbers as well.
8. Further advice in respect of examinations will be put on websites. Students are requested to go through the websites regularly.

लक्ष्यं विश्वमानम्

*University Engineer
In-charge of the Office of
the Controller of Examinations
West Bengal State University*