Ref. No. :

Date :

Date: 29/09/2020

Ref.No. COE/MAKAUT,WB/59/2020

Notice on Form fill-up for Regular/Backlog Students for End Semester (Even) Evaluation 2019-20 of all intermediate semesters and Special Supplementary for final year students (2019-20)

Appropriate authority of the University has decided to complete the assessment process and publish results of all intermediate semester students, following all advisories and guidelines of different bodies in the Covid-19 pandemic situation for the interest of the students and all concerned are advised to follow the steps for application for alternate evaluation process/form fills up against End Semester Evaluation of Even Semester 2019-20 as per following.

1. Application form would be available in the student's and college login for all enrolled students of the intermediate semester of UG and PG courses.
2. Students can submit the application online from their login. In case, there is problem of connectivity, college admin can submit the application on the basis of request from the student as a special case due to Covid-19 pandemic situation.
3. On submission of the form online by the student, the said form will be available in the college admin login for confirmation by the college.
4. Upon verification/ confirmation by the college, the students will be eligible to submit their fees online through different methods available. In case of non-availability of online payment facility with the students, provision would be available to pay the fees of the students by the colleges as earlier.
5. The regular and backlog form have to be filled up separately by the students.
6. After payment of the fee(s) student must download the form for future reference.
7. Process of collection of signed forms would be taken care by the colleges, if not possible, not immediately but through some process, as, such forms need to be submitted to the university after Covid-19 situation becomes normal in future, if required otherwise.
8. After submission of the fee, the admit cards will be generated online in the student login.
9. The following would be different dates for different activities for the above mentioned purpose.
10. Provision of submission of marks would be available for the students for whom admit card is issued for the regular candidates.
11. For Back Paper and special supplementary candidates, examinations would be held after reopening of the colleges as per normal process. Admit card would be issued **Dates for Back Paper & Special Supplementary Examinations would be declared later** based of the Covid-19 situation.

Dates for fill-up for all intermediate End Semester Evaluation 2019-20 for Regular and Backlog Students	
29/09/2020	Availability of forms and submission of application form by the candidate for appearing in the Evaluation of Even Semester 2019-20 and other backlog students, as applicable any
03/10/2020	Last date for the students for online submission of the form.
06/10/2020	Last date for confirmation/ verification by the colleges for eligibility of the students
08/10/2020	Last date for submission of the Fee online by the students or colleges
10/10/2020	Tentative date for generation of admit Card
12-17/10/2020 till 04:00 pm	Dates for submission of assignment (out of 20 marks), Practical final (out of 60), sessional /grand viva/ project (out of 100) marks in university portal

Fees for each candidates: Regular: 1200/-   Back paper per semester: 1000/-

For any further information, students are advised to visit the notice section of the exam portal or contact their college concerned.

(Dr. Subhashis Datta)
Controller of Examinations