



PROCEDURE TO FOLLOW FOR CALCUTTA UNIVERSITY EXAMINATION, 2021

SEMESTER I B.COM. / B.A. / B.SC./ BBA

Regular Students of Semester I who have filled up their Calcutta University Examination 2021 form are eligible to appear for Calcutta University Examination. Also, **the students who have failed paper/s in Semester I and have filled up Calcutta University Examination 2021 form are eligible** to appear only in their failed subjects of the Semester I.

Click the below links for individual Examination Schedule:

[SEMESTER I B.COM./ B.A./ B.SC./ BBA CALCUTTA UNIVERSITY EXAMINATION, 2021 SCHEDULE](#)

1	Students will have to appear in the Examination from their place of residence only & Presence in College campus for appearing in the said Examination is not allowed/ REQUIRED.
2	Question Paper distribution method: Incase of Non- MCQ based exam , question paper shall be uploaded on College website 15 minutes before the schedule time of examination. Incase of MCQ based exams , the Google form shall be shared 10 minutes before the exam and answers will have to be given in the same form so there will not be any separate google form for answer. The link for the question paper/ Google form is as follows. https://www.thebges.edu.in/cu-examinations/
3	Incase of Non- MCQ based exam , please ensure that: a) The answers must be written on blank white A4 sheets. b) The answers must be written only on one side of the A4 Sheet. c) There should be clear margin of 1 inch all 4 sides of every page.
4	On first page students must neatly & correctly write the following: <ul style="list-style-type: none">• Calcutta University Registration Number. (in XXX-XXXX-XXXX-XX format)• Calcutta University Roll number. (in XXXXXX-XX-XXXX format)• Page number (on all pages).• Date. Please Note that you can refer to your Calcutta University Examination, 2021 Admit Card for Registration Number/ Roll Number. Click the link below to download the same. Click here to download your Calcutta University Examination, 2021 Admit Card (details regarding downloading of admit card shall be updated on 25/02/2022 by 04:00 PM.)
5	NAME OF THE STUDENT SHOULD NOT APPEAR ANYWHERE IN THE ANSWER SCRIPTS.
6	After completion of the examination, all the pages of the answer scripts have to be scanned chronologically into single PDF file. You may take help of Document Scanner Apps like Microsoft Lens, Adobe Scan etc.
7	✓ For faster upload, try to limit the file size below 25 MB. ✓ The file name should be in the format mentioned – CU Registration number - Paper Code. Example of file name- XXX-XXXX-XXXX-XX-(papercode).pdf
8	Utmost care should be taken to ensure that the answer scripts are scanned with proper resolutions and are clearly readable at the time of evaluation.
9	Answer script collection method: For NON – MCQ based examination , a separate Google form link shall be available on college website & shall also be sent to your Institutional Email ID issued by college on each Examination day 30 minutes before the scheduled completion time for uploading the scanned copy of the answer scripts. For MCQ based examination , a Google form link for MCQ Answer shall be uploaded on college website and the link for the same shall also be sent in Institutional Email ID 20 minutes after the schedule start time of the examination for selecting your option against each question number. There is no need to upload any answer script in the MCQ google form. You just need to select correct option from the multiple choices given against each question number and submit the form online. Please thoroughly read the instructions given on top of google form before answering. The link for the same shall also be available on the website, the link for the same is given below. https://www.thebges.edu.in/cu-examinations/
10	In Case of persistent problems in Downloading, Accessing Google form, Scanning, uploading, or attaching Answer Script file, contact the teacher whose name is in the attached list. CLICK HERE FOR THE CONTACT DETAILS OF TEACHERS AVAILABLE FOR EXAMINATION.