

# THE HERITAGE COLLEGE

(Affiliated to the University of Calcutta)

**B.A./B.Sc/B.Com Part III(1+1+1 System)/ B.Com SEM-VI Honours/General Examination, 2020**

## **INSTRUCTIONS FOR ALL CANDIDATES**

In connection with the University Examination (Online) for the final year students to be held on and from 1<sup>st</sup> Oct, 2020 as per Examination Time table given by the University Of Calcutta, the examinees are hereby directed to follow the Instructions mentioned below and act accordingly

### **A. RECEIVING QUESTIONS**

1. Download question papers from the specific zone of the **college website 15 minutes** before the commencement of the examination.
2. The question papers will also be sent by the HODs of all the departments to the students via email.

### **B. ANSWER SCRIPT**

1. **Students must use A4 size white paper**
2. Answers must be written in blue / black ink
3. **Students must write their answer on one side of the page**
4. **On the Front Page (1st Page)** students must write their

- **Course** : B.COM ( Honors in Accounting / General)  
B.A. (Honors / General)  
B.SC (Honors in Economics / General)  
B.SC (Honors in Physics, Chemistry or Mathematics/ General)
- **University Registration Number**
- **University Roll number** (SEM VI students should write their SEM V Roll No.)
- **Subject, Paper, Group/Unit name**
- **Date & Exam Time**

**N.B:** Do not write Answer at the 1<sup>st</sup> page. Students must start writing their answers from the 2<sup>nd</sup> page of the answer script

### **C. At the top of each page of the answer script the students must write**

- **University Registration Number**
- **University Roll number**
- **Page number**
- **Date**

#### **D. SUBMISSION OF ANSWER SCRIPT**

Soft copy of the answer scripts are to be sent back to the **respective e-mail id within 2.30 p.m.** (i.e. within half an hour, after the completion of the examination) on the date of examination. **Single PDF file will be preferred as a version/format of the soft copy of answer script.** However, if there are two separate Groups in a paper, say, VA and VB, then prepare two separate PDF for separate Groups of each Paper.

PLEASE SEE THAT WHILE SCANNING/TAKING PICS OF THE PAGES OF YOUR ANSWERScript THERE IS SUFFICIENTT LIGHT .... OTHERWISE THE SCANNED DOC WOULD BE BLURRED AND IT WOULD BE DIFFICULT FOR THE TEACHERS TO EVALUTE THE ANSWER SCRIPTS.

**Email Ids for Submission of Answer scripts: Please send your answer scripts in the designated mail id only as shown below:**

<b>Department</b>	<b>Email Address</b>
Commerce	commerce@thc.edu.in
Chemistry	chemistry@thc.edu.in
Economics	economics@thc.edu.in
English	english@thc.edu.in
Mathematics	mathematics@thc.edu.in
Physics	physics@thc.edu.in
Computer Sc.	computer.science@thc.edu.in

**\*\* The Statistics General Candidate will send the answer script to Economics**

**PLEASE DO NOT SEND YOUR ANSWER SCRIPTS TO ANY OTHER MAIL IDs [say, to the Mail ID of your HOD] EXCEPT THE DESIGNATED MAIL IDs FOR EACH DEPARTMENT.**

**FOR ANY EMERGENCY:** You can contact the following persons in case of any emergency, say, non-receipt of Question Paper in due time, delay in submitting the answer script due to connectivity problem, etc.

**Contact Persons:** Dr. Debashis Mazumdar (Ph. 9830623346)  
Prof. Nilima Agarwal (Ph.7059085497)  
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**Dr Puspitaranjan Bhattacharya**

**Principal  
The Heritage College**

**Dr. Debashis Mazumdar**

***Prof-in-charge, examination***

**Prof Nilima Agarwal**

***Joint Prof-in-charge, examination***