

GANDHI MEMORIAL NATIONAL COLLEGE AMBALA CANTT



**Guidelines FOR UG/PG Odd Semester
Examination Feb/March, 2021**



GUIDELINES FOR STUDENTS

1. Theory Examinations of UG/PG Courses commencing w.e.f. 01.3.2021 will be conducted in blended mode.
2. Morning Session :- **9:30 A.M. to 12:45 P.M.**
Evening Session :- **01:30 P.M. to 4:45 P.M.**
3. Maximum page limit of the PDF must be 30 pages.
4. Google form link will be shared with students for the submission of answer sheets.
5. Question papers will be sent to the students on their email IDs which they have submitted in the University Examination form. Students may also download their question papers from the KUK website.
6. Students are advised to maintain the same email ID for next 3 years. No change in the email submitted in the university examination form is allowed.
7. Students shall affix their latest passport size photo and place their signatures on the admit card.



GUIDELINES FOR STUDENTS

Time for downloading question paper	15 Minutes
Time for uploading PDF on Google form	Half Hour
Time for attempting the paper	Two & half hours
Total Time	3 hours & 15 minutes

1. Students shall attempt 75 % marks paper only. There is no unit system (Section System). Students may choose any question.
2. Students shall ensure that the written material is clearly visible to the examiner.
3. Students will put their roll number as the file name for their answer sheets in the PDF form.
4. Students will enclose their roll number slip as the first page along with their answer sheet.
5. While sending the answer sheets, the students will write following things on A4 size sheet- **Please refer to the image in the next slide.**

(i) Univ. Roll No. (in figures) _____

(ii) Name of the student _____

(iv) Name of the Paper: _____

(vi) Total No. of Pages written by candidate: _____

(viii) Sign. of the Student: _____

(in words) _____

(iii) Class/Semester _____

(v) Code of Paper: _____

(vii) Date of Exam _____



GUIDELINES FOR STUDENTS

1. Students will make themselves available to sit in front of the webcam running through Google meet for full duration of the paper.
2. A4 Size paper must be used.
3. Only blue / black pen will be allowed.
4. No mobile number will be written on the answer sheet.
5. Students will attempt all questions as per serial order.
6. Students will write question number in the center of the page.
7. Students will mark page numbers on each page carefully.
8. E-Facility will be provided in the College if any student faces difficulty in uploading the PDF.
9. All preparations in the college have been finalized for those students who have given their consent for offline mode of examination (Odd Sem 2021).
10. For all students appearing through offline mode must follow all precautions in light of the COVID-19 pandemic.

Sample Google Form using which the answer sheets are required to be uplaoded by the students

Kurukshetra University, Kurukshetra

Kurukshetra University, Kurukshetra

Google Form for submission of Answer Books for the University Examinations held in December, 2020/January, 2021

The name and photo associated with your Google account will be recorded when you upload files and submit this form. Not drconduct@kuk.ac.in? [Switch account](#)

* Required

Email address *

Your email

Name of the Candidate *

Your answer

University Roll No. *

Your answer

Date of Examination *

MM DD YYYY

/ /

Session of Examination *

Choose

12/17/2020 Kurukshetra University, Kurukshetra

Paper Code as printed in your Question Paper. *

Your answer

Name of the Class *

Choose

Nomenclature of the Course *

Choose

Attach your Answer Book in one PDF file (with your Roll No. Slip as First Page). *

📎 Add file

A copy of your responses will be emailed to the address you provided.

Submit

Never submit passwords through Google Forms.

reCAPTCHA
[Privacy](#) [Terms](#)

This form was created inside of Kurukshetra University. [Report Abuse](#)

Google Forms

THANK YOU
&
BEST WISHES

**By: Mrs. Rachna Khanna
Controller of Examinations
GMN College**