

INSTRUCTIONS

Examination to be held online

A) Admit Card:

1. Admit Cards to be downloaded from website after getting NOC from the college. Students can download their Roll No by student login on kuk.ac.in
2. If any student admits card is not available, in that case he/she can contact the result branch through E-mail at rollnoenquiry@kuk.ac.in.

B) Exam:

1. Examination timing is 10AM to 01PM (Morning) & 02 PM to 05 PM (Evening). This is for downloading the Question Paper, attempting question paper, uploading of the answer sheet and mailing it.
2. Although they may also submit the hard copy of answer sheets up to 01PM (Morning Session) and 5 PM (Evening session) if you face any network issue. No complaints regarding this will be entertained after that.

C) Answer Sheet:

1. Answer sheets should be of A4 size single sided bearing following details on page 1 is.
 - i) Univ. Roll No(In figures) _____ In words _____
 - ii) Name of the student _____ iii) Class/Semester _____
 - iv) Name of the paper _____ v) Code of Paper _____
 - v) Total No of page written by candidate: _____ vii) date of exam _____
 - viii) Sign of students: _____

The candidate will write Roll No paper of Code and page No at each page of the sheet used.

2. Only black/ blue ball pen should be used.
3. The candidates will be required to attempt 50 % paper by choosing any question. However, the student shall ensure that he/she has attempted answer carrying 50 % of maximum marks. The time allotted will be 3 hours for examinations including time downloading of question paper to emailing of answer book to the concerned Chairperson/Director/Principal of Department/Institute/College.
4. If two exams fall on the same time candidates are required to appear in both within the time limit.

5. In case any student dose not have mobile phones or facing network problems etc, in that case he/she can seek help from his/her parent/department/Institute/College regarding availability of question paper as well as deposit hard copy of answer-book.

D) Submission of answer sheets:

1. Candidates are required to put sign on every page of answer sheets
2. Candidates have to submit/email their answer sheets scanned PDF at the email-ID gcbawalaexam@gmail.com

Dear students,

For any exam related queries; please contact:

1. Dr. Nisha Raj (BSc)
2. Ms. Sandhya (BCA)
3. Ms. Suman (Bcom)
4. Ms. Arman (BA)