

PANJAB UNIVERSITY, SEMESTER EXAMINATIONS, SEPTEMBER 2020

Answer Sheets Submission

The final year students who are appearing in Sept. 2020 online examination conducted by Panjab University can submit their answer sheets via any of the following two modes within 4 hours of start of Paper.

MODE 1: Online Submission (details given below)

MODE 2: Via registered post/ speed post to college.

Instructions for the Online Submission of Answer sheets

1. The students should create new Email-ID in the format:
Name.UniversityRollno.Class@domain.
For Example: rahulsharma.360071.mcom@gmail.com
2. The name of the pdf file to be sent should be in the format
[University Roll No_Class_First Name](#)
3. The front page of answer sheet must contain the following information of the student:-
 - i. University Roll No. (in Figures)(in words).....
 - ii. Name of Student
 - iii. Class/Semester
 - iv. Name of Paper
 - v. Code of Paper
 - vi. Total Number of Pages Written
 - vii. Signature
 - viii. Date of Exam
4. The students should use A4 size sheets for attempting the paper and the maximum page limit is 12 pages for UG classes and 16 pages for PG classes of which only one side has to be used.
5. The answer sheets must be scanned in serial order and merged with admit card (**first page of the pdf file**) for making a single PDF file to be submitted as attachment from student's email-id to the email id provided on college website. (Details about the email-ids would be provided class wise/**date wise**).
6. The subject of the Email must contain Subject name and Subject Code of the Paper.

7. The students may contact the Grievance Cell for any issues related to examinations.

Controller of Examinations