

## **NOTICE**

All the examinees of Semester I and III (Honours and General) are hereby instructed to follow some specific rules regarding Internal Assessment mentioned below:

1. Use any plane paper as answer script of any standard size, write only page number in each page, follow the cover page format (Already provided in WhatsApp group and College Website), prepare pdf file before sending your answer script;
2. Send the answer scripts in specific Email Ids (Already mentioned in previous Notice);
3. Maintain time properly in case of submission of answer scripts; if any problem regarding internet connectivity occurs, kindly inform the respective examiners and send a screenshot mentioning the 'sent' status of your answer script at your email;
4. Keep your answer script (hard copy) well so that it may be needed in future, if required on emergency;
5. Do not take so much time for submission, excessive delay will lead to cut-off of your marks;
6. Try to give answers in your own language.