



Ref. No. :

Date :

Schedule

No. COE/Schedule/ODD Sem /2018-19

Date: 05.11.2018

To

The Principal / Director of all affiliated Colleges of MAKAUT, WB/ Heads of the In-house Departments of MAKAUT,

WB Sub: Notification and Important dates for Odd Semester examinations 2018-19. The schedule of Odd Semester examinations 2018-19 is specified below:

DETAILS	DATE
1. Filling up of the Examination Forms on-line by eligible regular & backlog students of all UG and PG even Semester through the website www.makautexam.net . (New Registration Examination Forms will be available on a later date). Last date of submission of hard copy Application Forms by the students to the Colleges – November 21, 2018	November 12 –20, 2018
2. Verification of the examination forms filled up online by the College authorities.	November 14 – 24, 2018
3. Submission of the verified list of students duly certified by the Head of the Colleges/ Institutes along with requisite Exam fees to be paid semester wise by Demand Draft to MAKAUT, WB New Campus, Haringhata, Nadia (cash will not to be accepted). <i>Exam fees are Rs 1200/- and Rs 1000/- for regular and backlog students respectively.</i>	November 26 - 27, 2018 (within 3:30 pm)
4. Verification of question paper requirements sent by the College on the basis of Examination Forms filled up by the students and question paper requisitions.	November 27– November 30, 2018
5. Issue of admit Cards to be generated on line through the website www.makautexam.net . The printed copy of the Admit Card must be verified and authenticated by the college authority. A recent pass port size photograph of the candidate is to be pasted in the marked area of the Admit Card.	November 28, 2018 Onwards
6. Practical Examinations & Viva Voce (UG and PG) to be conducted by respective Colleges in presence of external examiners.	November 29 – December 5, 2018
7. Odd Semester Theory Examinations for UG and PG programmes.	December 7 – 24 , 2018
8. Internal marks to be submitted on line & a hard copy is also to be provided by the Colleges/Institutes to the University (UG and PG programmes).	December 6 – 17, 2018 (online submission) December 17- 21, 2018 (hard copy submission)

Controller of Examinations (OSD.)
MAKAUT, WB