

SOP FOR BA & BSc 4TH SEMESTER (CBCS) EXAMINATION/2021
HATSINGIMARI COLLEGE, HATSINGIMARI

On the basis of deliberations at appropriate levels, the following SOP is issued to be followed for the ensuing BA. & B.Sc. Semester-IV (CBCS) Online Open Text Book Examination, 2021 being conducted by Gauhati University from 25th September,2021. All the students are hereby informed to go through it carefully and follow accordingly.

1. All the answers must be handwritten (Black Ball pen/Black Ink pen) by the examinees in A4 size paper. A model Answer Sheet is uploaded in the portal <https://web.gauhati.ac.in/otbe>. This model Answer Sheet may also be downloaded or printed and then used for writing answers.
2. The student will require to E-Mail the PDF copy of the answer script after 30 minutes from the time of commencement of the examination until one hour (60 minutes) after the end of the examination.
3. In order to take the examination, the students will be required to log in to the examination portal. To log in, the students need to give correct Registration No., Mobile No. and Date of Birth.
4. Helpline Phone Line:- 9954043014, 9678524962, 9854510107, 9954195163
5. E. Mail Address:- hatsingimaricollege2017@gmail.com (PDF of Answer copy to be sent)

(In case of any difficulty faced by the examinee, they should report the same to the College help line number immediately)

6. The Question Papers will be available for downloading 30 minutes before the beginning of the Examination.

7. Students should mandatorily follow the 2 steps-

- a) Sending the mail within 1 hour from the time of completion of each examination.
- b) Submission of the hard copies of all the answer scripts in a single envelope to the colleges on 9th or 10th October, 2021.

Sd/-

(Dr. Boktiar Khilzi)
Hatsingimari College
Hatsingimari