



DEAN i/c

# UNIVERSITY COLLEGE OF ENGINEERING ARNI

(A Constituent College of Anna University Chennai)

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## NOTIFICATION

Sub: University College of Engineering Arni – Conduct of Online University Examinations – Jun/July 2021 – Submission of Answer Scripts within the prescribed time limits – Instructions – Issued – Reg.

Ref: Guidelines of the Controller of Examinations Vide Lr.No.19707/CoE/C10/2021/1, Dated: 25.06.2021

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1. In regard to the subject cited, students appearing for University Examinations (June/July 2021) being conducted through online mode are hereby informed that only those answer scripts (soft and hard copies) received within the prescribed time limits would alone be considered for valuation. The admissible timings for accepting soft and hard copies are reiterated once again for the welfare of student community.

### Time limit for soft copy submission:

- (i) Forenoon Session – 12.30 PM to 01.30 PM
- (ii) Afternoon Session – 05.30 PM to 06.30 PM

The above duration of time is equally applicable for any mode of electronic submission, as instructed by the chief superintendent of examinations.

### Time limit for hard copy submission:

- (i) **Forenoon Session:** Tapal containing Hand written answer scripts should be dispatched either by India Post or by Courier on the scheduled day of examination.
- (ii) **Afternoon Session:** Answer script should be dispatched either on the same day (or) on the very next day. If the next day happens to be a holiday or holiday for post office, then the next working day of post office/courier service shall have to be preferred by the candidates for dispatching their tapals.

2. It has been observed by this office that many of the students are found to be submitting the answer scripts (both soft and hard copies) beyond the permissible timing. Such kind of arbitrary submission may not be considered for further process.
3. Those late submissions would be treated as the answer scripts; submitted against the guidelines of CoE (Issued as “Instructions to students”).
4. Hard copies of Answer scripts sent by the students without uploading the soft copy (scanned version) within the allowable time will not be considered for valuation.
5. The above instructions shall have to be followed by the students without fail.

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