EWING CHRISTIAN COLLEGE, ALLAHABAD

FRONT PAGE FOR ONLINE END SEMESTER (ODD) EXAMINATIONS

(To be filled by students and compulsorily used as top page in all online examination answer scripts)
(Session 2021 – 2022)

NOTE: Fill the following details in block letters with black ink/ball point pen

Name:……Fathers Name:……

Roll Number: (In Figures)……

Roll Number: (In Words)……

Enrolment Number:…… Class:……..

Semester:…… Subject:……

Paper Title:……

Kindly note the following:

1. **Students should use this front page as the first page in all their examinations. Please print this front page on white plain A4 sheet and attach it as the first page of the answer script PDF File.**
2. Question paper will be made available on the College Examination Portal by logging in to the student account. Please answer all questions in proper order. All answers should be hand written on white A4 plain sheets only.
3. **Page limit**: 17 pages for UG students and 20 pages for PG Students *(One page means one written side of an A4 page and not two written sides).*
4. The time allotted for End Semester Examination is as follows:

   For First Meeting — **Writing Time: 9:00 AM to 12:00 Noon**
   Uploading Time: 12:00 Noon to 1:00 PM

   For Second Meeting: — **Writing Time: 1:00 PM to 4:00 PM**
   Uploading Time: 4:00 PM to 5:00 PM
5. Students must mention following details on top right hand corner of each page of the answer script: Roll number, Enrolment number, Page number (in the format *page number/total number of pages. **For Example: 1/17, 2/17, 3/17**……)*
6. **Answer script PDF file submission will take place only through the College Examination Portal** however, if a student is unable to submit the answer script PDF file in online mode through the college examination portal, they can do so by sending it by registered post/speed post/courier, etc. addressed to **"The Examination Cell, Ewing Christian College, Prayagraj – 211003" ON THE DAY OF EXAMINATION** failing which copy will not be accepted for evaluation.
7. **Please mention the name of the subject in capital letters, on the envelop in case the student sends the answer script by registered post/speed post/courier, etc.**
8. **Please make sure to check that the correct answer script PDF file is being uploaded on the college exam portal. You will get only ONE CHANCE to upload the answer script. Thereafter any other copy received by post from the student will not be accepted.**
9. **You will NOT BE ALLOWED to upload a second file in case you have uploaded the wrong PDF file.**

Date:…… **Signature:……**