



VIDYASAGAR UNIVERSITY

MIDNAPORE • PASCHIM MEDINIPUR

WEST BENGAL • PIN 721 102

Office of the Controller of Examinations

VU/CE/GD- 0222 /2025

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NOTICE

This is for information to all concerned that the even semester Postgraduate examination (2nd and 4th) process will be carried out tentatively in accordance with the attached schedule. You are requested to maintain the time frame for the students' interest. It will be helpful for the examination department to complete the examination process on time without any delay and upload the results in the Digilocker portal within the time.

For any assistance, all are advised to contact with the office of Controller of Examinations.

This is issued with the approval of the competent authority.

Controller of Examinations(offg)

Vidyasagar University
Controller of Examinations (Offg.)
Vidyasagar University

Copy to:-

- a) The Dean, Faculty of Arts and Commerce, Vidyasagar University for Information.
- b) The Dean, Faculty of Science, Vidyasagar University for Information.
- c) The Registrar, Vidyasagar University for information
- d) HOD/TIC/Coordinator of all the concerned Post Graduate Departments (including CCAE), Vidyasagar University
- e) Principal/ TIC /OIC of all the affiliated colleges for information and necessary action.
- f) Secretary, Faculty council of Post Graduate studies, Vidyasagar University for information and necessary action.
- g) Director, CCAE , Vidyasagar University for information and necessary action.
- h) Deputy Registrar (Academic), Vidyasagar University for information.
- i) Deputy Controller of Examinations, Vidyasagar University for information and necessary action.
- j) Assistant Controller of Examinations, Vidyasagar University for information and necessary action.
- k) Officer(s) on Special Duty Controller of Examinations, Vidyasagar University for information and necessary action.
- ✓ l) The Information Scientist/ System Analyst, Vidyasagar University with a request to upload the notification in the University website for wide circulation.
- m) The Secretary to the Vice Chancellor, Vidyasagar University for kind information to the Hon'ble Vice Chancellor
- n) The Dealing Assistants, Controller of Examinations, Vidyasagar University , for information and necessary action
- o) Confidential Result Processing section
- p) Office File

**SCHEDULE OF EXAMINATION PROCESS CALENDAR FOR POST GRADUATE EVEN
SEMESTER (2nd and 4th) EXAMINATIONS, 2025**

Sl. No	Programmes	DATES	
		SEMESTER 4	SEMESTER 2
1.	Last Date of Submission of PG BOS Meeting recommendations of Chairpersons, Paper setters, Moderators, Examiners, Scrutinisers, Reviewers	30/04/2025	20/05/2025
2.	Last Date of Submission of Question Papers	12/05/2025	04/06/2025
3.	Moderation to be completed by	16/05/2025	09/06/2025
4.	Date of Form Fill Up for appearing in the Examination	21/05/2025 – 28/05/2025	18/06/2025- 25/06/2025
5	Preparation/Publication of Centre List , Examination Schedule etc	30/05/2025	30/06/2025
6.	Admit Card and DR Generation	04/06/2025 – 11/06/2025	01/07/2025- 04/07/2025
7.	Internal Assessment and submission of marks of the internal assessment to be completed by	29/05/2025 – 10/06/2025	27/06/2025 - 04/07/2025
8.	Examination Duration	12/06/2025 – 15/07/2025	07/07/2025 – 31/07/2025
9.	Distribution of Answer Scripts	16/06/2025 – 16/07/2025	09/07/2025 – 28/07/2025
10.	Submission of evaluated & scrutinised answer scripts# by	21/07/2025	06/08/2025
11.	Tentative Date of Publication of Result	28/07/2025	12/08/2025
12.	Generation of E-marksheet by	Just After Publication Result	Just after publication of result
13.	Tentative date of review Form Fill Up	7 days after publication of result	7 days after publication result
14.	Tentative Date of Publication of Review Result	28/08/2025	12/09/2025

Within 15 days after receiving the answer scripts