



# VIDYASAGAR UNIVERSITY

MIDNAPORE • PASCHIM MEDINIPUR

WEST BENGAL • PIN 721 102

## Office of the Controller of Examinations

Ref. No. VU/CE/ED/0644/2025

Date: 18/08/2025

### NOTICE

This is for information to all concerned that the odd semester Postgraduate examination (1st and 3rd) 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 the office of Controller of examinations.

This is issued with the approval of competent authority.

  
18/8/25

Controller of Examinations(O)

Controller of Examinations

(Officiating)

Copy to:- Vidyasagar University

- The Dean, Faculty of Arts and Commerce, Vidyasagar University for Information.
- The Dean, Faculty of Science, Vidyasagar University for Information.
- The Registrar, Vidyasagar University for information
- The Finance Officer, Vidyasagar University for information.
- HOD/TIC of all the concerned Post Graduate Departments, Vidyasagar University for information and necessary action
- Principal/TIC/OIC of all the colleges /Course(s) affiliated to Vidyasagar University for information and necessary action.
- Secretary, Faculty council of Post Graduate studies, Vidyasagar University for information and necessary action.
- Director, CCAE, Vidyasagar University for information and necessary action.
- Deputy Registrar (Academic), Vidyasagar University for information.
- Deputy Controller of Examinations, Vidyasagar University for information and necessary action.
- Assistant Controller of Examinations, Vidyasagar University for information and necessary action.
- The Information Scientist/ System Analyst, Vidyasagar University with a request to upload the notification in the University website for wide circulation.
- The Secretary to the Vice Chancellor, Vidyasagar University for kind information to the Hon'ble Vice Chancellor
- The Dealing Assistants, Controller of Examinations, Vidyasagar University , for information and necessary action
- Result Processing service provider for information and necessary action
- Office File



**SCHEDULE OF EXAMINATION PROCESS CALENDAR FOR POST GRADUATE ODD  
SEMESTER (1<sup>st</sup> and 3<sup>rd</sup>) EXAMINATIONS, 2025**

Sl. No	Programmes	DATES	
		SEMESTER 3	SEMESTER 1
1.	Last Date of Submission of PG BOS Meeting recommendations of Chairpersons, Paper setters, Moderators, Examiners, Scrutinisers, Reviewers	12/09/2025	13/10/2025
2.	Last Date of Submission of Question Papers	10/10/2025	05/11/2025
3.	Moderation to be completed by	31/10/2025	13/11/2025
4.	Date of Form Fill Up for appearing in the Examination	24/11/2025 – 01/12/2025	To be notified Later
5.	Preparation/Publication of Centre List , Examination Schedule etc	27/11/2025	To be notified Later
6.	Admit Card and DR Generation	04/12/2025 – 11/12/2025	To be notified Later
7.	Internal Assessment and submission of marks of the internal assessment to be completed by	29/11/2025 – 10/12/2025	To be notified Later
8.	Examination Duration	12/12/2025 – 30/12/2025	To be notified Later
9.	Practical/Project/Viva etc to be completed by	10/01/2026	To be notified Later
10.	Distribution of Answer Scripts	16/12/2025 – 31/12/2025	To be notified Later
11.	Submission of evaluated & scrutinised answer scripts# by	15/01/2026	To be notified Later
12.	Tentative Date of Publication of Result	23/01/2026	To be notified Later
13.	Generation of E-marksheet by	Just After Publication Result	To be notified Later
14.	Tentative date of review Form Fill Up	7 days after publication of result	To be notified Later
15.	Tentative Date of Publication of Review Result	23/02/2026	To be notified Later

**# Within 15 days after receiving the answer scripts**

