



HINDUSTHAN COLLEGE OF ARTS AND SCEINCE (AUTONOMOUS)
COIMBATORE-641028
OFFICE OF THE CONTROLLER OF EXAMINATIONS

Ref.No:COE/II & III UG and II PG Online exam/June-2021/26A

Date: 16.06.2021

Instructions to Candidates

1. Candidates are requested to Login from their official E-mail ID only.
2. Question papers will be sent through the Google Classroom by **09.50am** for FN Session and **1.50pm** for AN session by the respective class tutors.
3. Candidates are strictly not allowed to login after **10.30am** for FN Session and **2.30pm** for AN Session.
4. Candidates will be monitored by the invigilators through Google meet throughout the exam. Students should switch on their camera while writing the examination time.
5. Only A4 paper must be used to write the exam (Only one side to be used).
6. The first page of the answer script should contain the following details :

Exam Register number:	Date of Exam:
Name of the candidate:	
Subject code :	Subject Name:
Course:	No. of pages written:

7. Candidates are allowed to write the exams till 1.00 PM. Scan and submit the answer scripts before 2.00PM for FN and before 6.00PM for AN session respectively to the tutors link **(Only in PDF format)**.
8. Extra time at any cost will not be provided to write the exams or to submit the answer scripts.
9. Candidate has to name the file as "Register number along with Subject code".
Example: 18BST001-19CTU20.
10. Utmost care must be taken that files are scanned properly and correct files are submitted on time. Send the file only once, resending of files will not be considered.
11. **Candidates are solely responsible for their network/technical issues during the examination.**

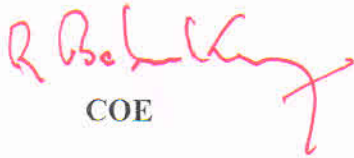
12. After the completion of all exams, the candidates have to send the hard copy of the answer scripts in cloth cover through Registered Post/Courier/in person and the same must be addressed to :

From Student Name: ✓ Register number: Course:	To The Controller of Examinations Hindusthan college of Arts & Science, City campus, Nava India. Coimbatore 641 028
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13. For any other assistance regarding conduct of examination and submission of answer scripts, the students are requested to contact their class tutors or the HODs.

Note:

SENDING WRONG FILES, FILES OF ANOTHER CANDIDATE, LATE SUBMISSION AND ANY OTHER MALPRACTICE ACTIVITIES WILL LEAD TO THE CANCELLATION OF THE EXAMINATION.


COE




PRINCIPAL

Copy to: All the HOD's
Principal Office
College website