

CITY COLLEGE
102/1, Raja Rammohan Sarani
Kolkata - 700 009

NOTICE
DATE : 08.12.2018

This is notified for information of all concerned that City College is going to conduct C.U. B.A./B.Sc. (Hons. and General) Semester-1 Theoretical Examinations, 2018 (under CBCS) on and from 11.12.2018 (Tuesday) to 18.12.2018 (Tuesday) in one/two halves - on 11.12.2018 (Tuesday) and 12.12.2018 (Wednesday) from 11 A.M. to 1 P.M. in one half and from 13.12.18 to 18.12.18 from 10 A.M. to 5 P.M. in two halves.

All teaching staff having their classes on the concerned dates and all non-teaching staff are hereby requested to be present positively on the mentioned dates of examinations at 10:15 A.M. sharp on 11.12.2018 and 12.12.2018, and from 13-12-2018 to 18.12.2018 at 9:15 A.M. sharp to perform the invigilation and other examination duties.

The convener and other members of the Examination Committee, the Head Clerk and the members of the Examination Section are requested to make necessary arrangements for the said examinations.

The convener of the Examination Committee is requested to provide necessary instructions to the invigilators regarding their arrival in time and also discharging duties carefully and sincerely in the Examination Halls during examinations, collection of answer scripts from the examinees and signature on the admit cards.

Invigilators are advised to collect the answer scripts with full alertness closing the doors of the Halls so that no student can flee taking the answer scripts intentionally. In the event of any unforeseen or unusual circumstances, the invigilators would be held responsible.

The Head Clerk is requested to sit with all NTS and provide necessary instructions regarding their arrival in time and performing examination duties.

It is further notified that as Prof. Rupanjan Bhatta - Chargee is unable to function as member of the Examination Committee due to his father's illness, Prof. Anirban Manna is requested to assist the E.C. in his place.

Copy to: Bursar, Depts (5), Cash,
Accts, Leave, Notice board,
Notice book, Staff room,
Library, Students' union,
Prof. Sidhartha Dutta, Prof. Uttam Bera,
Prof. Nihar Sarkar, Prof. Subrata Biswas,
Sri Subrata Das, Head Clerk, Prof. Anirban Manna.



Sital Chatterjee
Principal 8.12.18
City College, Kolkata-9