



# VIDYASAGAR UNIVERSITY

MIDNAPORE • PASCHIM MEDINIPUR

WEST BENGAL • PIN 721 102

## OFFICE OF THE CONTROLLER OF EXAMINATIONS

Ref.No: VU/CE/GD-5077/2022

08.06.2022

### **STANDARD INSTRUCTIONS FOR THE COLLEGES** **REGARDING EXAMINATION FORM FILL UP** **FOR UG 6<sup>TH</sup> SEMESTER EXAM 2022**

The colleges NEED TO VISIT the following link for generation of ADMIT CARD/ Downloading various reports/ Rectification of filled in Examination Form/ Generation of Descriptive Roll:-

<https://pcdpca.com/vu-sem6-2022/colleges>.

UNDER GRADUATE EXAMINATION  
6th Semester Examination 2022 [UNDER C.B.C.S]  
Form Submission Portal

Helpline Number : 18003453230 (Mon-Fri, 11AM-4PM, Except Holidays)

Login

Username:

Password:

PCDP/VU 2022



The college's need to login to the portal by selecting their college at USERNAME and putting the password sent to the PRINCIPAL/OIC/TIC

**Login with provided password of the college**

UNDER GRADUATE EXAMINATION  
6th Semester Examination 2022 [UNDER C.B.C.S]  
Form Submission Portal

You are logged in as RAJKUL MITANI MAHARISHIYALAYA, KESMAT RAJKUL Home Logout

Candidates Listings Applied Candidates Listings Download Candidate Listings Download Candidates Submitted Download Candidates Approved Resubmit Candidates

Total Candidates : 771  
Total Candidates Applied: 1

STREAM	AVAILABLE IN HONS	APPLIED IN HONS	AVAILABLE IN GENERAL	APPLIED IN GENERAL
BA	257	0	246	0
BSC	267	0	61	1
BCOM	0	0	0	0

PCDP/VU 2022



**College dashboard after successful login**



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ROLL NO	REGISTRATION NO	DOB	NAME	FATHER'S NAME	SEX	MOBILE NO	COURSE CHOSEN	VIEW DETAILS	RELEASED BY PRINCIPAL
XXX XXX XXX	XXX XXX XXX	XXX XXX XXX	XXX XXX XXX XXX	XXX XXX XXX XXX	MALE	XXX XXX XXX	BOTGDS,ZOOGDS,PHYGDS,ZOOGSE		<input type="checkbox"/>
XXX XXX XXX	XXX XXX XXX	XXX XXX XXX	XXX XXX XXX XXX	XXX XXX XXX XXX	FEEMALE	XXX XXX XXX	BOTGDS,ZOOGDS,PHYGDS,ZOOGSE		<input type="checkbox"/>
XXX XXX XXX	XXX XXX XXX	XXX XXX XXX	XXX XXX XXX XXX	XXX XXX XXX XXX	FEEMALE	XXX XXX XXX	BOTGDS,ZOOGDS,PHYGDS,ZOOGSE		<input type="checkbox"/>
XXX XXX XXX	XXX XXX XXX	XXX XXX XXX	XXX XXX XXX XXX	XXX XXX XXX XXX	FEEMALE	XXX XXX XXX	BOTGDS,ZOOGDS,PHYGDS,ZOOGSE		<input type="checkbox"/>
XXX XXX XXX	XXX XXX XXX	XXX XXX XXX	XXX XXX XXX XXX	XXX XXX XXX XXX	MALE	XXX XXX XXX	BOTGDS,ZOOGDS,PHYGDS,ZOOGSE		<input type="checkbox"/>
XXX XXX XXX	XXX XXX XXX	XXX XXX XXX	XXX XXX XXX XXX	XXX XXX XXX XXX	FEEMALE	XXX XXX XXX	BOTGDS,ZOOGDS,PHYGDS,ZOOGSE		<input type="checkbox"/>
XXX XXX XXX	XXX XXX XXX	XXX XXX XXX	XXX XXX XXX XXX	XXX XXX XXX XXX	FEEMALE	XXX XXX XXX	BOTGDS,ZOOGDS,PHYGDS,ZOOGSE		<input type="checkbox"/>
XXX XXX XXX	XXX XXX XXX	XXX XXX XXX	XXX XXX XXX XXX	XXX XXX XXX XXX	FEEMALE	XXX XXX XXX	BOTGDS,ZOOGDS,PHYGDS,ZOOGSE		<input type="checkbox"/>
XXX XXX XXX	XXX XXX XXX	XXX XXX XXX	XXX XXX XXX XXX	XXX XXX XXX XXX	FEEMALE	XXX XXX XXX	BOTGDS,ZOOGDS,PHYGDS,ZOOGSE		<input type="checkbox"/>

**List all the candidates with the subject filtering option with export to excel link which will export all the candidates of the logged in college**

UNDER GRADUATE EXAMINATION  
6th Semester Examination 2022 [UNDER C.B.C.S]  
Form Submission Portal

You are logged in as **BAJKUL MILANI**  
MAHAVATIYALAYA, KISMAT BAIKUL [Home](#) [Logout](#)

Candidates Listings Applied Candidates Listings Download Candidate Listings Download Candidates Submitted Download Candidates Approved Resubmit Candidates

Search by: Registration No Search for:  Go

Please Choose Course Type  Filter

ROLL NO	REGISTRATION NO	DOB	NAME	FATHER'S NAME	SEX	MOBILE NO	COURSE CHOSEN	VIEW DETAILS	RELEASED BY PRINCIPAL
XX XX XXX	XX XX XXX	XXX XXX XXX	XXX XXX XXX	XX XX XXX	XXX XXX	XXX XXX XXX	BOTGDS,ZOOGDS,PHYGDS,ZOOGSE		<input type="checkbox"/>

1

**This will display all the applied candidates with following provisions.**

1. List all applied candidate of the logged in college
2. View details of the individual candidate with option to approve on the details page. After approval print out can be taken.
3. Approve the candidate using check box and verify button
4. Subject wise filtering



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### RESUBMIT CANDIDATES TAB

Correction of data of students who already submitted the form.  
Fields marked with (\*) are mandatory.

Please enter the details.

*Registration No.	<input type="text"/>	*Session	2019-20
<input type="button" value="SUBMIT"/>			

**Correction for the candidate if he/she has taken wrong option. Correction will be one time only. If candidate is approved, candidate's option can't be modified.**

**There are three reports for the colleges**

#### **1. Download Candidate Listings**

Display all the candidates of the logged in college in different tabs.

#### **2. Download Candidates Submitted**

Display all the submitted candidates of the logged in college in different tabs.

#### **3. Download Candidates Approved**

Display all the approved candidates of the logged in college in different tabs.

**The colleges can download report till the completion of examination as mentioned in the examination schedule.**

**The colleges can amend the examination form through the RESUBMIT CANDIDATES tab till the resubmit tab is active (will be notified by the University).**

Controller of Examinations (Offg.)  
Vidyasagar University

**NB:- These guidelines will remain unchanged for the upcoming UG examinations under CBCS pattern except the examination form fill up link till further amendment/notification. The examination form fill up link mentioned here is for 6<sup>th</sup> SEM exam 2022(CBCS).The link for other examination will be notified prior to the examination**