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**Office of the Principal  
Pattamundai College, Pattamundai, Kendrapara.**

No. 654

Date. 24.04.2019

**NOTICE**

It is hereby notified for the information of all +3 First, Second, Third, Fourth, Fifth and Sixth Semester students under CBCS Courses that they should go through the following instructions during their **Regular, Back and Improvement form fill-ups.**

1. A student who has FAILED in any semester examination or is unable to appear at any semester or unable to fill-up forms for 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> semester examinations may appear at those semester examinations during subsequent exams. within 6 years from the date of admission to that course. A student may clear backlog papers (failed) within 6 years starting from the year of admission batch.

2. A student who has failed to appear in a Mid-Semester examination will be allowed to take the same examination with the next batch of students only once provided the candidate has to fill-up the forms for the same semester during form fill-up time as a back paper. There will be no provision to re-appear in the Mid-Semester Examination for improvement.

3. A student has to appear at the Mid-Term Examinations. Absence in a Mid-Term paper will be declared as failed in that paper. A student who was absent in the Mid-Term Examination but has passed at the University End Term Examination shall be treated as failed in that semester. Such candidates would be required to appear Mid-Term Examinations in subsequent semester.

4. A student may appear in improvement (having passed in that paper) in any number of papers only once in the subsequent semester examination.

**5. A student absent or failed in Practical Examination will be required to fill-up the examination form for Theory Papers.**

**6. A student absent in Internal Examination shall be required to fill-in the exam. form for theory papers.**

  
Prof.-in-Charge  
Examination Cell

  
Principal 24.4.19

**Copy to : Guard File/ Staff Common Room/Examination Cell/Notice Board.**