

**Office of the Controller of Examinations
North Lakhimpur College (Autonomous)**

Ref. no. NLC/CoE/2022/-382

Date: 22/01/2022

SOP cum Guidelines for odd semester examinations (CBCS), January, 2022

As per resolutions of the 16th meeting of Examination committee held on 22/01/2022 the following SOP cum guidelines are adopted:

1. All the CBCS examinations (Odd Semester) will be held on offline mode as per the programmes notified earlier.
2. The option of online mode of examination is ruled out as there is no guidelines/SOP/ instructions from the UGC or the state Govt.
3. The COVID appropriate behaviour will be practised in conducting the examinations.
4. *All the SOPs/ instructions issued by the UGC or the Govt. of Assam from time to time will be followed.*
5. On the days of examinations, all examinees will have to walk through the sanitization chamber (in front of Mathematics Department) before entering the examination hall.
6. Wearing face mask in the examination hall is mandatory for all candidates.
7. Candidates must follow the Covid-19 appropriate behaviour within the college campus.
8. **Criteria for students who cannot appear in the examination due to COVID-19 infection:**
 - a) They must produce a COVID positive **RTPCR** certificate along with an application (stating Name, Father's name, Semester, Subject, Roll no, date of detection etc.).
 - b) The certificate and the application must be submitted to the Principal/Vice-Principal by his/her parents/guardian/ representative within 4 (four) days after detection.
 - c) They will not be allowed to appear in the examinations within 7 (seven) days from the date of detection, from eighth day onwards they will have to appear in the remaining examinations (if any) as per the programme (As per the Govt. of Assam Notification Vide Memo no. DME/Covid-19/86/2020/488 dtd. 17th of January, 2022, para (a)).
 - d) In case of hospitalisation, they will have to produce the discharge certificate from the hospital and they will be exempted up to two days after the date of discharge. From the next day, they have to appear the remaining examinations (if any) as per the programme. (As per the Govt. of Assam Notification Vide Memo no. DME/Covid-19/86/2020/488 dtd. 17th of January, 2022, para (b)).
 - e) A special offline examination will be held (date will be announced later) to accommodate the examinations of the lapsed subjects of COVID +ve students who applied for exemption in the examination.
 - f) The college authority will take the final decision about the date of commencement of the special examinations.

(The college authority is monitoring the prevailing COVID-19 situations in the district. In case COVID-19 situation deteriorates, the college authority will take appropriate decision regarding the examinations in due course of time.)



Principal

North Lakhimpur College (Autonomous)

Principal
North Lakhimpur College
(Autonomous)

Copy to:

1. Deputy Commissioner, Lakhimpur
2. Chairman, Governing Body, North Lakhimpur College (A)
3. Notice board



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