

DYAL SINGH COLLEGE, KARNAL
GUIDELINES FOR KUK UG/PG JULY, 2021 EXAM

1. KUK UG/PG Exam will commence from 13.07.2021 onwards.
2. Exam will be held in Blended Mode (Offline / Online)
3. Download your Roll Number (Admit Card) directly from KUK website **www.kuk.ac.in** and affix latest passport size photograph & place signature on the Admit Card.
4. **Ex-Students** have to register themselves (**with Roll No. Slip**) in the **College Library One Day before the date of Exam** by paying a **Registration Fee of Rs.50/-**,
Timing for Registration is 09:00am to 12:00noon.
5. Students appearing in **Offline Mode** have to intimate the College in writing latest by 10.07.2021.
6. Students appearing in **Online Mode** must ensure their internet connectivity as Disappearance from screen or internet disconnection during Exam will be treated as a case of Unfair Means Case (UMC).
7. The candidates will sit in front of webcam running through Google Meet/MS Team for the full duration of the Exam.
Webcam should be adjusted in such a way that the full view of the candidate attempting the Exam is visible to the Invigilator.
During Examination candidates will keep their microphone in Off Mode.
8. **Question Paper will be on University Pattern and students will have to attempt Full Paper.**
9. **Maximum Time Limit for Online Exam is 4 hours.**
Out of 4 hours, **3 hours are for Attempting Question Paper**
(Morning Session - 09:30am to 12:30pm & Evening Session - 01:30pm to 04:30pm)
and **01 hour is for Scanning the Answer Sheets & Uploading the PDF file on Google Form** (i.e. strictly upto 01:30pm in Morning Session & 05:30pm in Evening Session)
10. **Hardcopy of Answer Book of Online Mode Students will not be accepted by the College in any circumstance.**

11. Question Paper will be provided in the Google Meet/MS Team at 09:30am in Morning and 01:30pm in Evening Session.
12. Before attempting the question paper, kindly ensure that you are Attempting Correct Question Paper. No complaint regarding attempting of wrong Question Paper will be entertained later on.
13. Answers must be written on **A4 size paper** in candidate's handwriting and the **maximum page limit is 36 (Thirty Six) pages.** (sample attached, can be used as Answer Sheet)
14. Student will fill the required information on the first page of Answer Sheet. Writing of Phone Number or other information will be treated as Unfair Means Case.
15. Attempt Questions Serial Number Wise and write the Q.No. in the centre of the Page.
16. **Write down your Roll Number, Question Paper Code, Page Number and put your signature on every Answer Sheet/Page.**
17. **Answer Sheets must be saved** (with University Roll No. and Subject Name) **in single PDF File** e.g. if Univ. Roll No. is 12345678 and Subject Name is History then the name of PDF file will be **12345678-History**.
Kindly ensure that the written material is clearly visible in saved PDF File.
18. **It is mandatory to enclose Roll No. Slip alongwith the Answer Sheet as first page.**
19. **Answer Book will be accepted only through Google Form Link in single PDF file and the Link to upload Answer Book will be provided in Group after half time of the Exam.**
20. **Student will be responsible himself/herself for uploading/attachment of Wrong File / Partial File or No File. No request will be entertained later on.**
21. **Use Only Blue/Black ball pen.**
