

DEROZIO MEMORIAL COLLEGE
WEST BENGAL STATE UNIVERSITY
B.VOC Part -II (Supplementary), Part – III, Semester – II, III & IV
ONLINE EXAMINATION, 2020

GUIDELINES FOR STUDENTS:

1. The students are advised to download the day's question paper available from the notice section of the college website (www.dmcbvoccs.in) 30 minutes before the test.
2. Candidates are advised to write the answers on **A4 size papers** available in the market.
3. Examinees must write their respective **Registration Numbers and College Roll Numbers** on the top of each page and also put the page numbers as well.
4. They must mention the name of **Subject and paper** on the first page.
5. The written Answer Script **along with a copy of Admit Card, mentioning their mobile no. and College Roll No.** must be sent by **4 pm on the same day** through Email, the details of Email id are given below:

Subject	Subject Code	E-Mail ID
Broadcast Journalism	BCJ	dmcbvoc.bcj@gmail.com
Printing and Book Publishing	PBP	dmcbvoc.pbp@gmail.com
Public Relations	PR	dmcbvoc.pr@gmail.com

6. Any examinee having difficulty in uploading answer-script may send the written answer-script duly sealed in an envelope and staple a second copy of Xerox Admit Card covering the envelope, writing the College Roll No., subject and Mobile No. on it and submit it at the college counter through authorized representative or he/she may submit himself/herself on the same day of examination by 5 pm.
7. **AFTER SPECIFIED TIME, SUBMISSION OF ANSWER SCRIPT WILL NOT BE ENTERTAINED.**
8. For any problem, the examinee may contact college helpline no : **9830551774, 7980757903, 9064936765.**
9. Any student not satisfied with the mode of examinations etc., will be given opportunity to sit for off-line examination as when the Pandemic situation improves.