



NETAJI SUBHAS OPEN UNIVERSITY

OFFICE OF THE CONTROLLER OF EXAMINATIONS

134/1, Meghnad Saha Sarani, Kolkata-700 029

☎: 2465-6936; FAX: 2463-0293,

REVISED

Memo No. : COE/2021/328

Date: 07/09/2021

To
The Co-ordinator,
All Study Centre

Dear Sir/ Madam,

Once again it is the time to acknowledge your contribution towards the successful completion of online Post Graduate Term-End Examination, June-2020/December-2020. There is no doubt that had it not been exemplary initiatives from your end, it would not have been possible to achieve such a success.

Considering the COVID-19 pandemic situation, the system of online submission of Assignment paper is being introduced for Online Post Graduate Term-End Examination, June-2021/December-2021. All eligible learners have to submit their Assignment paper/s in the said system. If the assignment marks have already been submitted by the study centre concerned, then the candidates concerned don't have to submit the same paper/s once again and they may submit filled in Examination form only for the theory papers. It may also be noted that since MCQ method is being adopted for both Assignment and Term-End Examinations, hence no candidates will be allowed to submit assignment without mentioning it in the filled in Examination form and since submission of assignment paper is mandatory, consequently no candidates are allowed to appear in Term-End Examination without submitting the assignment paper/s.

We are going to start Post Graduate Examination form submission through **ONLINE PROCESS** for the **Online Post Graduate Term-End Examination, June – 2021 / December – 2021** (which are supposed to be held from last week of November, 2021).

Post Graduate Learners concerned may please be requested to submit their fees as per the following Fees chart:

THEORY 100 MARKS PER PAPER	THEORY 50 MARKS PER PAPER	ONLINE EXAM. PROCESSING FEES PER EXAMINEE FOR THEORY EXAM.	PRACTICAL 100 MARKS PER PAPER	PRACTICAL 50 MARKS PER PAPER	PROJECT WORK 100 MARKS / DISSERTATION 100 MARKS PER PAPER	FIELD WORK 100 MARKS / VIVA- VOCE 50 MARKS PER PAPER	ONLINE EXAM. PROCESSING FEES PER EXAMINEE FOR VIVA-VOCE/ PRACTICAL EXAMINATION	ASSIGNMENT 100 MARKS PER PAPER	ASSIGNMENT 50 MARKS PER PAPER
Rs. 150/-	Rs. 75/-	Rs. 100/-	Rs. 300/-	Rs. 150/-	Rs. 300/-	Rs. 150/-	Rs. 100/-	Rs. 30/-	Rs. 20/-

The portal of "ONLINE EXAMINATION FORM SUBMISSION" for the above said examination will be opened on **13/09/2021** at 11 A.M. at **www.pcdpcal.com / www.wbnsou.ac.in** and will



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be closed on **18/09/2021** at 11.59 P.M. The Post Graduate learner concerned are requested to follow the under mentioned guideline for submission of the said forms.

Fees submission through Debit / Credit Card /Internet banking will be opened on **13/09/2021** at 11 A.M.

& will be closed on **18/09/2021** at 11.59 P.M.

Instruction to follow the PG “ONLINE EXAMINATION FORM SUBMISSION”

STEPS TO BE FOLLOWED:

- 1. VISIT: www.pcdpcal.com / www.wbnsou.ac.in**
- 2. SIGN-UP:** Learners are to Login Using Enrolment Number and Date of Birth.
If both are provided correctly, the student’s Name appears on the screen,
Hit **SUBMIT** to proceed for Form Fill up.
- 3. SUBMIT:** Fill up the Form by Tick marking the subject to appear. At least one subject is to be selected. **SUBMIT** the Form after Checking carefully, updating your mobile number (if changed) and Renewal Fees paid option. Once submitted, Subject/Paper cannot be Changed/Altered.
- 4. PAYMENT:** Payment to be made online for the selected papers along with Examination Centre Fees through Debit / Credit Card / Internet Banking Simultaneously. Note down the **Transaction ID** carefully. And take a print out of the Receipt.
- 5. Examination Form filled in partially, payment to be made for those papers completely then only remaining paper/papers will again appear for filling up subsequently payment to be made again for the remaining part.**

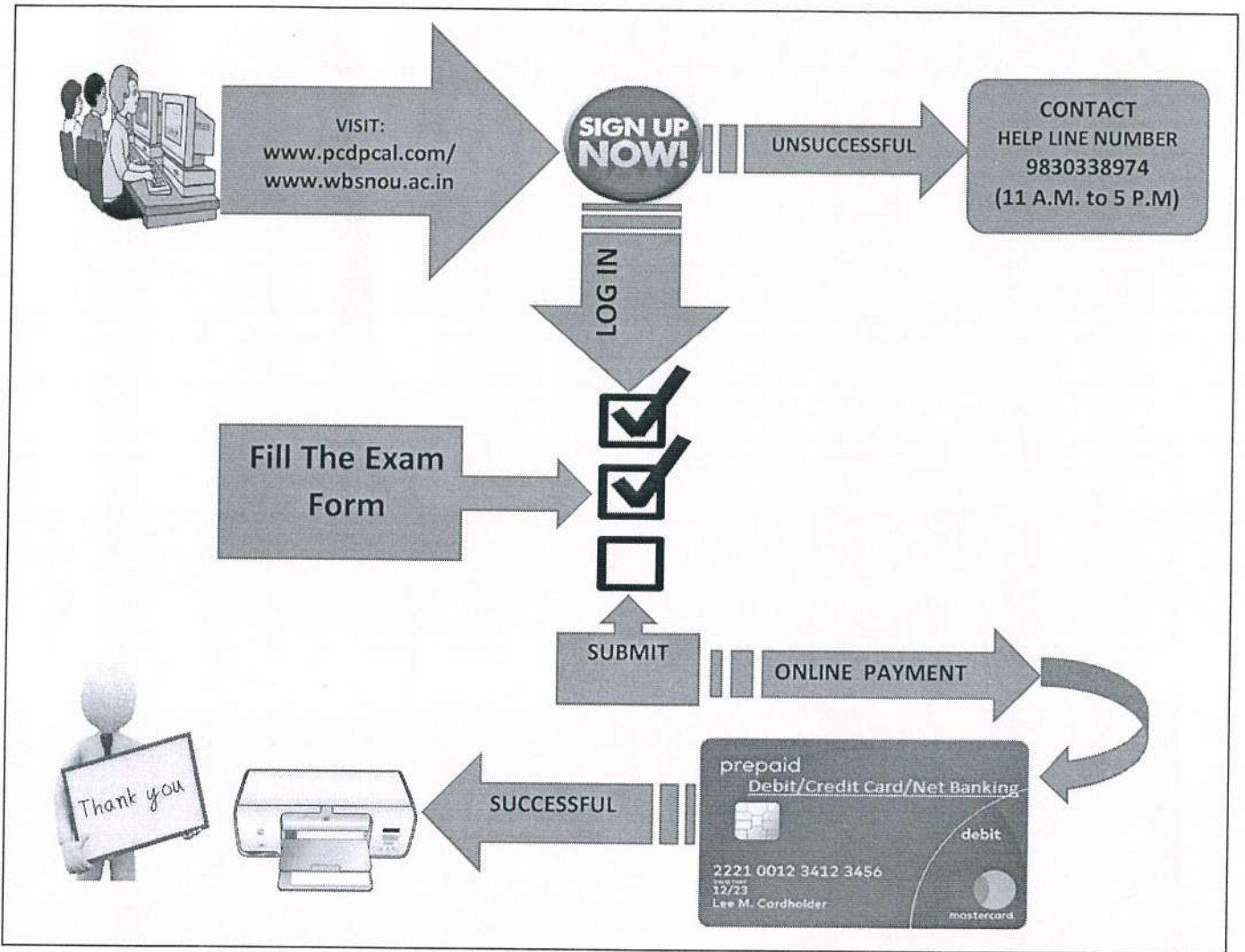


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Hope, you will enjoy the system. Your co-operation will be highly appreciated.

Thanking you,

Yours sincerely,

Rokeya Ray
Controller of Examinations (Acting)

Handwritten signature and date: 07/09/2021
Prepared By:

N.B.: 1) HELPLINE Number: 9830338974 (11 A.M. to 5 P.M.)

2) Submission of Assignment is the pre-condition for appearing in Term End Examination.

- Copy to:
1. E.S. to Hon'ble V.C. – for information please.
 2. The Director, Study Centres, NSOU
 3. The Director, School of Education, NSOU
 4. The Director, School of Sciences, NSOU

5. The Director, Humanities, NSOU
6. The Director, Social Sciences, NSOU
7. The Director, Professional Studies, NSOU