



PRESIDENCY UNIVERSITY
86/1, COLLEGE STREET, KOLKATA – 700073

Memo.No. COE/PPR/EVEN-15/01

Date: 19/06/2015

URGENT NOTICE

Application for Post-Publication Review (PPR) for UG and PG Even Semester Examination, 2015 (excluding GenEd and Sessional papers) will be available online (link within www.presiuniv.ac.in) from 25/06/2015 till 29/06/2015.

Students interested to apply for Review have to register their email where a passcode will be sent. This passcode will be required to fill up the Review application form. The fee for review is ₹ 75/- per paper.

Student should decide **on the number of papers to be reviewed before filling up the application form**. A confirmatory email will be sent to the registered email id of the student after successful submission of the application form. A copy of the bank challan will also be available in the registered mailbox of the student. **The student should take a print out of these two documents and submit the appropriate fees mentioned in the form after duly filling up the challan.**

The fee has to be paid over the counter at **Axis Bank Ltd., C. R. Avenue Branch, 31 A& B Tarachand Dutt Street, Kolkata - 700 073 (SB A/c No. 911010065432963)**. The student should submit the counterparts of the challan (duly stamped by the bank) **along with the application form and the original grade card** to the desk at **Students' section comprising of Mr. Arun Datta (of the Finance section) and Mr. Kaushik Das (Students' Section)** within the specified date and time.

Registration and filling of Online application for Post Publication Review	23/06/2015(07.00HRS) to 25/06/2015(16.00 HRS)
Submission of Fees in bank	23/06/2015 to 26/0/2015(within Banking hours)
submission of forms with requisite documents to the Finance Office and Students' Section	23/06/2015 to 26/0/2015 (11.00 HRS TO 15.30 HRS)

Heads of the Departments are also requested to note and instruct their good offices to inform the students accordingly.

Students Section is requested to take all necessary action in this regard and also to **check everything as mentioned above** before sending the submitted Application Form to the Office of the undersigned.

Controller of Examinations (Addl. Charge)

Copy to :

1. Hon'ble Vice-Chancellor – for bringing it to her kind notice
2. Registrar – for necessary information and issuing necessary direction to the students; Section.
3. Finance Officer - for necessary information and issuing necessary direction to the concerned Section for collection of fees.
4. All Head of the Departments
5. Dean of Students
6. Notice Board
7. Guard file



PRESIDENCY UNIVERSITY
86/1 COLLEGE STREET KOLKATA 700073

Memo No. COE/EVEN/12/31-10/05

Date: 19/06/2015

NOTICE

The good offices of the Heads of the departments are hereby informed by the undersigned to collect the grade cards of the UG and PG Regular and Backlog Even Semester examinations 2015 from the Students Section as per the schedule mentioned below. The Head of the Departments are also being informed to instruct their students of the Final Semesters (UG VI and PG IV) to collect their certificates after necessary clearances as directed by the earlier notice issued by Dean of Students on 15-06-2015

distribution of grade cards (for other than final semesters) to the Departmental Offices and representatives; students to collect from respective departments	22-06-2015 (after 3.00 pm)
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Grade Cards of Final Semesters (both U.G. and P.G. will be distributed from Students Section as per schedule given below.

distribution of grade cards (for final semesters) to the students	22/06/2015 (11.00 - 1.30) and 23/06/2015 (11.00 - 3.00)
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