

### **Instructions for Examinations Sept. 2020**

In continuation to the earlier notifications/letters issued by the Kurukshetra University, Kurukshetra in context of the university examinations, it is hereby notified that the candidates can now download their roll numbers directly from <http://onlinepaper.kuk.ac.in>. Furthermore, detailed instructions pertaining to the conduct of university examinations, question paper, admit cards, deposition of answer books has also been placed separately for Regular Students as well Ex-students/DDE/Private Candidates at <http://onlinepaper.kuk.ac.in>.

### **General Instructions for Regular Students**

1. Students must check/verify the dates of examinations from the latest date sheet placed on the university website [www.kuk.ac.in](http://www.kuk.ac.in).
2. The university will conduct the examinations of (Full paper + Reappear) of UG/PG Terminal Semester/Year. The university shall also conduct examinations for Reappear students of intermediate semester/year and 1<sup>st</sup> year (Annual System) (Full papers + Reappear) of Regular/DDE/Private Candidates.
3. The Admit Cards/Roll no. can be downloaded from the students' login as well as from the respective College/Department/Institute. The students shall report to their respective College/Department/Institute for any issues related to Admit Cards.
4. The question paper shall be downloaded from <http://onlinepaper.kuk.ac.in> by the student on the day of examination according to the session (morning/evening) available in the date sheet. However, the question paper can also be downloaded from the official website of the respective College/Department/Institute.
5. Before attempting the paper, the student shall ensure that the correct question paper has been downloaded from <http://onlinepaper.kuk.ac.in> or from the official website of the respective College/Department/Institute.
6. No complaint for attempting wrong question paper by the student will be entertained later on.
7. The student must use blue/black pen only.

8. The student will be required to attempt 50% paper by choosing any questions. However, the student shall also ensure that he/she has attempted answer carrying 50% of maximum marks.
9. The student will download/note down the question paper & will solve the question paper on A-4 size paper in his/her own handwriting (specimen available on [www.kuk.ac.in](http://www.kuk.ac.in)) and maximum page limit would be 20.
10. The student will attempt questions serial no. wise and will write page no. , roll no. and paper code on every page of the answer book.
11. The student shall also place his/her signatures on every page of the answer book. Answer Sheet without signatures shall not be evaluated.
12. The student shall not mention his/her mobile number/(s) on the answer sheet otherwise it will be termed as UMC (Unfair means Case).
13. The time allotted will be 3 hours for examinations including time of downloading of question paper to emailing of answer books.
14. The student shall e-mail his/her completely attempted answer books in the .pdf format on the email id (s) of their respective College/Deptt./Institute.
15. While submitting the answer books in .pdf format, the students should ensure that its first page is the admit card and the remaining pages of the answer sheets should be page/serial no. wise (P-1, P-2, P-3,.....).
16. In case any student does not have mobile phones or facing network issues; in that case he/she can seek help from his/her parent College/Deptt./Institute regarding availability of question paper and deposition of answer books.
17. If the examination in 2 subjects opted by a candidate falls on the same date, then the student will be required to attempt both the question papers on same date within the prescribed time period.
18. For detailed examination related instructions, please visit [www.kuk.ac.in](http://www.kuk.ac.in).

### **General Instructions for Private/DDE Candidates/Ex-students**

1. Candidates must check/verify the dates of examinations from the latest date sheet placed on the university website [www.kuk.ac.in](http://www.kuk.ac.in).
2. The university will conduct the examinations of (Full paper + Reappear) of UG/PG Terminal Semester/Year. The university shall also conduct examinations for Reappear students of intermediate semester/year and 1<sup>st</sup> year (Annual System) (Full papers + Reappear) of Regular/DDE/Private Candidates.
3. The candidates shall download their Admit Cards through <http://onlinepaper.kuk.ac.in>.
4. Each candidate is required to affix his/her latest passport size photo and place his/her signatures on the Admit Card.
5. The candidate is required to download his/her question paper from <http://onlinepaper.kuk.ac.in> on the day of examination according to the session (morning/evening) available in the date sheet.
6. Before attempting the paper, the candidate shall ensure that the correct question paper has been downloaded from <http://onlinepaper.kuk.ac.in>.
7. No complaint for attempting wrong question paper by the candidate will be entertained later on.
8. The candidate must use blue/black pen only.
9. The candidate will be required to attempt 50% paper by choosing any questions. However, the candidate shall also ensure that he/she has attempted answer carrying 50% of maximum marks.
10. After having download/note down the question paper, the candidate will solve the question paper on A-4 size paper in his/her own handwriting (specimen available on [www.kuk.ac.in](http://www.kuk.ac.in) and maximum page limit would be 20.
11. The candidate will attempt questions serial no. wise and will write page no. , roll no. and paper code on every page of the answer book.
12. The candidate shall also place his/her signatures on every page of the answer book. Answer sheet without signatures shall not be evaluated.
13. The candidate shall not mention his/her mobile number/(s) on the answer sheet otherwise it shall be termed as UMC (Unfair means Case).

14. The time allotted will be 3 hours for examinations including time of downloading of question paper to emailing of answer books.
15. The candidate shall e-mail his/her completely attempted answer books along with the Admit Card in the .pdf format at the email id mentioned on the Admit Card.
16. While submitting the answer books in .pdf format, the candidate should ensure that its first page is admit card downloaded from <http://onlinepaper.kuk.ac.in> and the remaining pages of the answer sheets should be page/serial wise (P-1, P-2, P-3,.....).
17. If the examination in 2 subjects opted by a candidate falls on the same date, then the student will be required to attempt both the question papers on same date within the prescribed time period.
18. If any student's roll no./name is not available at <http://onlinepaper.kuk.ac.in> in that case he/she can contact the result branch through e-mail at [rollnoenquiry@kuk.ac.in](mailto:rollnoenquiry@kuk.ac.in).
19. For detailed examination related instructions, please visit [www.kuk.ac.in](http://www.kuk.ac.in)