V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

(Belonging to Virudhunagar Hindu Nadars)
An Autonomous Institution Affiliated to Madurai Kamaraj University, Madurai
Re-accredited with 'A' Grade (3rd Cycle) by NAAC
VIRUDHUNAGAR - 626 001

COVID -19

ONLINE SUPPLEMENTARY/ SPECIAL EXAMINATIONS - JULY 2020

Instructions to the Outgone/ Arrear Students candidates appearing for the Supplementary / Special Examinations (Special Examination is conducted for students undergoing II UG, III UG and II PG in this academic year 2020-2021)

1. The candidates should use their institution mail-id.

2. The candidates should download the Question papers 15 minutes before the commencement of examination.

3. They should write their examination in A4 sheets only.

4. The first page should contain the following details only :

   ➢ Register Number
   ➢ Subject Code
   ➢ Subject Title
   ➢ Total no of pages written
   ➢ Date
   ➢ Time of the examination
   ➢ Signature of the Candidate
   ➢ Signature of the Parent/Guardian

5. **Signature of the Candidate and Signature of the Parent / Guardian should be placed in the bottom right corner of every page.**

6. **Page number should be written at top of every page**

7. The student may write legibly on both the sides or on one side of the paper.

8. After writing the exam the candidate should upload their answer scripts as a single pdf to the mail id prescribed for them within one hour. Name of the pdf file should be **subjectcode-registernumber.**

9. The name of the pdf file should not contain any blank spaces.

10. **Only one pdf file is accepted.**

11. **Answer scripts will not be considered for valuation in the following cases:**
   a) The pdf of the answer script is received after 2 p.m. for 10-1 examinations and after 6 p.m. for 2-5 examinations
   b) The file name is wrong.
   c) The answer script is sent as separate pages
   d) The answer script is sent multiple times
   e) The answer script is sent to wrong mail-id.
   f) The answer script is sent as image file.

12. **The pdf of Answer scripts are to be uploaded to the following Mail-ids**

UG Outgone (2017)	**vvvccoe3@vvvcollege.org**
UG Outgone (2009-2016)	**vvvccoe6@vvvcollege.org**
PG Outgone (2009-2017)	**vvvccoe6@vvvcollege.org**
PG Outgone (2018)	**vvvccoe2@vvvcollege.org**
UG Arrear (2018)	**vvvccoe4@vvvcollege.org**
UG Arrear (2019)	**vvvccoe5@vvvcollege.org**
PG Arrear (2019)	**vvvccoe1@vvvcollege.org**