

# Sister Nibedita Government General Degree College for Girls

Hastings House, Alipore, Kolkata-27

## Notice

Notice No: SNGGDCG/16

Date: 15/01/2025

- Attendance of Semester I (CCF) students should be counted till 04.02.2025 (Tuesday) by the respective department. The name(s) of ineligible candidate(s) for the examination is to be sent to the Internal examination committee via email within 05.02.2024 in the following format. (email id: [internalexam.snggdcg@gmail.com](mailto:internalexam.snggdcg@gmail.com))

Name of ineligible candidate	Major subject	Minor subject	IDC subject

- The answer scripts and loose scripts required for Semester I (CCF) Tutorial and IDC theory and practical examination will be distributed from College office on 29.1.25 and 30.1.25.
- Departments who require question paper to be photocopied from office should contact with Mr. Swarup Halder and Mrs. Salma De on 29.1.25 and 30.1.25 within 12:00 -2:00 pm.
- Attendance sheets for examinees will be sent to respective departmental email by 04.02.2025. Each examinee should fill up and sign it on the day of examination (each paper).
- The signed attendance sheets are to be preserved by the department and scanned copies (duly signed and stamped by HoD) to be submitted to the Internal examination committee via email ([internalexam.snggdcg@gmail.com](mailto:internalexam.snggdcg@gmail.com)) within 12.02.25 (Wednesday).
- This is for the information of all faculty members that they may inform the following Internal Examination committee members regarding any problem/emergency faced while running the examination.

Date of examination	In Charge
06.02.2025	Dr. Tanusree Mishra, Samragini Bhattacharya
07.02.2025	Dr. Piya Seth, Shyamashree Roy
08.02.2025	Dr. Tanusree Mishra, Dr. Roshni Sen,
10.02.2025	Dr. Piya Seth, Shyamashree Roy

Sd/-

Dr. Sebanti Bhattacharya

Officer in Charge

Sister Nibedita Government General  
Degree College for Girls

Sd/-

Dr. Piya Seth

Convener, Internal Examination Sub-  
committee  
Sister Nibedita Government General  
Degree College for Girls