



BANKURA UNIVERSITY

(West Bengal Act XIX of 2013- Bankura University Act, 2013)

Main Campus, P.O.: Purandarpur, Dist.: Bankura,

Pin- 722155, West Bengal

Office of the Controller of Examinations

Ref. No.: **BKU/CE/UG/72/2024**

Date. **16.02.2024**

NOTIFICATION

Subject: Activation of Internal Marks submission portal for UG Semesters – I End Semester Examination (both Honours & Programme) of the A.Y. 2023-24

As directed, it is hereby notified for information of all concerned that Internal Assessment marks submission portal for UG semester I students of the A.Y. 2023-24 by the faculties will be activated on 17.02.2024. The portal will remain live till 21.02.2024. All the teachers concerned can proceed as follows to submit the Internal Assessment marks.

Step 1: Log in to the Bankura University exam portal using credentials.

Step - 2: Click on **Faculty Marks Entry** tab.

Step - 3: Select all necessary information and click on the **Search** tab. The list of papers in which the IA marks are to be uploaded will appear.

Step 4: Click on a paper. The list of students, who selected this paper, will appear in the following table. Submit IA marks for each student. If a student is absent then click on the corresponding check box.

Step - 5: Finally click on **Submit**. After submission of marks, you may download a PDF copy of the same for future reference.

The portal will remain live for the papers of both HONOURS and PROGRAMME courses. Please note that a student's name will be available for IA marks submission only after the approval of enrollment at the Principal's/TiC's/OiC's end.

All Principals/TiCs/OiCs of the affiliated colleges of the Bankura University are requested to inform the teachers concerned accordingly. After submission of IA marks by the faculty concerned it should be approved at the Principal's/TiC's/OiC's end. All the Principal's/TiC's/OiC's are also requested approve the students' attendance after the approval of IA marks. A student will be able to fill up the forms after approval of the both. You can approve the same by 22.02.2024.

Warm regards

Sd/-

Dr. Shibaji Panda
Controller of Examinations

Copy to:

- Registrar, Bankura University
- Dean, Bankura University
- Inspector of Colleges, Bankura University
- All Principals/TiCs/OiCs of affiliated colleges of Bankura University
- Secretary, Faculty Council for Under-Graduate Studies, Bankura University
- Co-Ordinator Santali Vernacular, Bankura University
- Secretary to the Hon'ble Vice Chancellor, Bankura University
- Guard file