



Sadakathullah Appa College (Autonomous)

Reaccredited by NAAC at an 'A' Grade and ISO 9001:2015 Certified Institution

Rahmath Nagar, Tirunelveli – 627 011.

CONTROLLER OF EXAMINATIONS

e-mail: controllersadak@gmail.com

Phone: 0462 – 2905086
0462 – 2540567

27-01-2021

CIRCULAR

Students belonging to 2015, 2016, 2017 batch UG and 2016, 2017 batch PG programmes appearing for the Semester Arrear Examinations through online are instructed to write the exam in A4 plain papers. The students are asked to print the following pages enclosed with this circular.

- The front page of an answer script for each examination
- The format, given in the second page

Students are advised to print these two pages and make it ready before the commencement of examinations and attach the same with each answer script before uploading. **Students are instructed to verify the Subject code and Subject Title before downloading the question papers.** The Examination schedule is as follows:

Session	Question Paper Downloading time	Examination time	Answer Scripts uploading time
Forenoon	08.00 am to 08.30 am	08.30 am to 11.30 am	11.30 am to 01.30 pm
Afternoon	01.30 pm to 02.00 pm	02.00 to 5.00 pm	05.00 pm to 07.00 pm

S. H. Md. Anwar
27-01-2021
Controller of Examinations



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Procedure for Registering, Downloading Question papers and Uploading Answer Scripts

1. Go to our college website www.Sadakath.ac.in
2. Click the Button “**Online Examination**”. It will redirect to the online exam Portal.
3. Students are asked to click the **Arrear Semester Examinations** link
4. Click the **Create New Account** link and then provide your Register Number, email-id, Phone Number and password.
5. Click on the **register button**
6. You will receive a message stating that“**your account is activated**”.
7. After registering click the **login button**. Login page will appear.
8. Enter your Register Number (17ACS01) & Password and Click “**Login Button**”.
9. Next click “**Start Exam**” Button.
10. Students are asked to download the question papers, write the exam, scan the answer scripts and convert it into **PDF format (Less than 10 MB)**.
11. Upload the PDF format of answer scripts using the **upload answer scripts button**.
12. Click the “**Exam history**” **button** for verification of uploading the answer scripts
13. After uploading the answer scripts click the “**Logout Button**”.

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To be filled by the Invigilator --> FOR ABSENT WRITE 'AAA'

PART A

SL.NO :
DEGREE WITH BRANCH :
REGISTER NUMBER :
EXAM DATE & SESSION :
EXAM CENTRE CODE :
SUBJECT CODE :
SUBJECT TITLE :

Signature of the Candidate
Signature of the Hall Supdt. with date.
Facsimile of the Cheif Supdt.

QUESTION SL.NO:

To be filled by the Candidate
TOTAL NO OF PAGES WRITTEN:

Note: Please ensure that the above details are correctly indicated.



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DEGREE WITH BRANCH :
EXAM DATE & SESSION :
SUBJECT CODE :
SUBJECT TITLE :

PART B

To be filled by the Candidate

Total No. of Pages Written
Question SI. No.



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To be filled by the Candidate

DEGREE WITH BRANCH
EXAM DATE & SESSION
SUBJECT CODE
SUBJECT TITLE

Register No.
Question SI.No Total No. of Pages Written

PART C

TOTAL MARKS

Marks to be filled in by the Examiner : (1st Valuation)

	1	2	3	4	5	6	7	8	9	10	Total
Section - A											
Section - B	11		12		13		14		15		Total
Section - C	16		17		18		19		20		Total

0 0
1 1
2 2
3 3
4 4
5 5
6 6
7 7
8 8
9 9

TOTAL MARKS (in words)

TOTAL MARKS (in figure)

Name and Signature of the Examiner with date

Name and Signature of the Cheif Examiner with date

EXAMINER CODE

To be filled by the Examiner (if Applicable)

Registration Number :	
Date :	
Session :	FN / AN

Student Signature

Page No.
