



Sophia Girls' College (Autonomous), Ajmer

Affiliated to Maharshi Dayanand Saraswati University, Ajmer

Re-Accredited 'A' Grade by NAAC & registered under 2(f) & 12(B) of UGC

website: sophia.college e-mail: office@sophiacollegeajmer.in Phone No.: 0145-2427243

Address: Mirshali, Jaipur Road, Ajmer-305001, Rajasthan (India)

SGCA/Exam/21-22/03

Date: 9th February 2022

NOTIFICATION

(FOR UNDERGRADUATE AND POSTGRADUATE STUDENTS)

Students who were unable to attend the End Semester Exams held in January 2022 due to COVID conditions are hereby informed that the **Special End Semester Examinations** for Undergraduate Programmes - Semester I, III and V and Postgraduate Programmes - Semester III will commence from 18th February 2022. They will be conducted in the College through the **Offline Mode (Written Exam)**.

Examination Forms for SPECIAL EXAM will be available on the student portal from 9th-16th February 2022.

The student will have to fill the form ONLINE and submit its hard copy with the prescribed fee in the College Office. There is no online submission

The following instructions are hereby being informed to the students:

- i. Students are requested to pay all their fees up to the Third Instalment failing which they will not be able to fill examination form.
- ii. The exam forms will be available on the student portal. Students can login on the student portal at <https://app.sophia.college/online/student/login>.
- iii. It is the responsibility of the student to submit the hardcopy of the Special End Semester Examination Form in the **College Office before 16th February 2022**
- iv. Students having any due paper in Semester 1, 3 or 5 should appear for their due papers in the Special End Semester Examination. They will be charged Rs 200/- per paper (for due papers only) which has to be submitted in the College Office.
- v. A Student should carry her admit card daily for the exam. She will not be allowed to enter the Examination hall without the Admit card.
- vi. **The Time Table for the Special End Semester Examination is declared on the College Website.** The students are requested to check the same.
- vii. **The Revised timing and paper pattern is attached along with the Time Table.**
- viii. Students should make sure they have received at least one dose of COVID-19 vaccine. The vaccination certificate is to be submitted along with the Exam Form and Admit Card on the day of the first exam. Any student who is not vaccinated will not be allowed to appear for the exams.
- ix. The exams will be conducted following the norms of social distancing and sanitization.
- x. No student will be allowed into the College premises without a proper mask.

Sr. Swapana

Controller of Examination
Sophia Girls' College
(Autonomous)
Ajmer