



OFFICE OF THE REGISTRAR::DIBRUGARH UNIVERSITY::DIBRUGARH

No. DU/DCE (A)/Downloading Admit Cards (Odd Sem.)/2019/265

Date: 26.11.2019

To

The Principal/Officer in Charge of the General Degree Colleges (Examination Centres) affiliated to/permitted by Dibrugarh University holding 1st Semester B.A./B.Sc./B.Com. Examinations (CBCS), December, 2019

Sub: Downloading Admit Card, Attendance Sheet and Centre Roll Lists for 1st Semester B.A., B.Sc. & B.Com (CBCS) Examinations, 2019.

(Circulated through E-mail and Dibrugarh University website only)

Madams/Sirs,

In inviting a reference to the subject cited above, I am directed to inform you that the provision for downloading the Admit Cards, Attendance Sheets and Roll-lists has already been made available in the Online Examination Management System (OEMS) portal. Therefore, you are requested to download the Admit Cards, Attendance Sheets & Roll-lists from the link provided through college/institute log-in and take the print-outs of these items before the commencement of examinations. It is also to be noted that no hard copies of these items shall be provided by the Examination Branch of the University. The Examination Centre shall issue the printed copies of the Admit Cards (downloaded from the web portal) to the candidates by putting the seal & signature of the Head of the Institution in the blank space provided in the Admit Cards.

Please note the following:

1. Admit Cards may be downloaded from the Admit Card menu.
2. Admit Cards need to be printed in A4 format and not necessarily in colour.
3. Attendance Sheets & Roll List may be downloaded from the Others menu.
4. Attendance Sheets shall be downloaded paper-wise/course-wise.
5. Attendance Sheets & Roll-lists may be downloaded both in pdf and excel format.
6. Please download all these items well in advance the commencement of examinations.

We look forward for your kind cooperation.

With regards,

Yours sincerely,

Arinjit Hazarika
26/11/2019

Arinjit Hazarika
Deputy Controller of Examinations (A)
Dibrugarh University

Copy to:

1. The Controller of Examinations, Dibrugarh University, for kind information.
2. The System Administrator, Dibrugarh University, for information and necessary action.
3. The Programmer, Dibrugarh University, for information and uploading the letter in the D.U. website.
4. File.

Arinjit Hazarika
26/11/2019

Arinjit Hazarika
Deputy Controller of Examinations (A)
Dibrugarh University