



GOVERNMENT OF PUDUCHERRY
KANCHI MAMUNIVAR GOVERNMENT INSTITUTE FOR POST GRADUATE
STUDIES AND RESEARCH (AUTONOMOUS)
(College with Potential for Excellence)
ACCREDITED BY NAAC with "B++"
Lawspet, Puducherry-605 008.



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No. KMGIPSR/COE/2020-21/23

Date : 28th Dec.2021

Dr. M. SELVARAJ

Director Cum Chief Controller of Examinations

CIRCULAR

Sub: KMGIPSR – Commencement of Offline mode of Semester Examinations for Final year PG Students – Guidelines as per SOP for Covid 19 – Reg.

1. The Offline mode of Semester Examinations for Final year PG Programmes commence from 03/01/2022.
2. The Candidates Registered for exams can download their Hall Tickets from the website – www.kmcpgscoe.in – Three days before the commencement of Semester Examinations. So the Students are asked to go through the website periodically for updates, if any.
3. The offline Semester Examination will be conducted strictly as per Covid Norms, prescribed by the Government of Puducherry.
4. For All Teaching , Non-Teaching Staff and Students including Research Scholars, Vaccination for Covid 19 is Mandatory.
5. Thermal Screening, Wearing face mask, Sanitizing Hands are compulsory for All. The invigilations, while on duty, should continuously wear face Mask and proper hand gloves.
6. Institute has taken all essential measures for cleaning the Examinations Halls, Toilets at frequent intervals.
7. Necessary arrangements have been made to distribute the Answer books, question papers and receive the same by following Covid norms.
8. If any students feel the symptoms of fever, cough or cold are asked to consult the Doctors and follow their prescriptions well in advance.
If the students have high temperature at the time of thermal screening, they will be made sit in a separate room for writing the examinations.
9. If any student has been confirmed with Covid positive in the meanwhile, He is asked to submit the relevant certificate, issued by the Competent Medical Authority to the office of the Controller of Examinations, KMGIPSR in time to decide the further course of action.
10. Arrangements have been made for scribes, Rooms for PWD etc.

11. As a preventive measures, students are asked NOT to bring any eatables inside the campus during the examinations.
12. Wearing face mask, keeping Social Distancing, Sanitizing Hands are compulsory for All inside the examinations.
13. The faculties are requested to take only Online Mode of classes for First year PG programmes from 03.01.2022.
14. The Staff members have regular working hours during the working Days from 03/01/2021.
15. The Heads of Departments are requested to maintain proper "Movement Register" in their Department Concerned and Staff members are requested to make entry in it whenever they leave the campus during working hours.
16. Since Attendance for Students including Research Scholars is Not Compulsory, the Research Scholars are requested to visit the campus when it is absolutely necessary to carry out their research keeping in view the Covid -19 pandemic into consideration. The Concerned Guide may decide it.
17. The Department of Economics, KMGIPSR has been entrusted with the task of conducting the Offline Semester Exams – Jan.2022. Hence the Students can contact the following Faculty members of Department Economics for any enquiry regarding Examinations.

Contact Number

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| 1. Dr. K. SAMBASIVAM
H.O.D Dept. of Economics | 9442722940/9442822961
Email: sambasivam2009@gmail.com |
| 2. Dr. P.S. SUJITH KUMAR
Asst. Prof., Dept. of Economics | 9487063460
Email: pssujith@gmail.com |

18. For downloading Hall Ticket and other related enquiry:
Controller of Exams, KMGIPSR **0413-2251685**
Email: coekmcpgs@gmail.com

M. S. Jayaram
(DIRECTOR) 28/12/2021

DIRECTOR

Kanchi Mamunivar Government Institute for
Post Graduate Studies and Research(Autonomous)
Puducherry - 605 008.

To

1. **All the HODs, KMGIPSR**
To Circulate among Staff and Students.
2. **Dr. Dinadayalan**
Asst. Prof., Dept. of Computer Science
-with a request to upload in the websites

Copy is submitted to The Director, DHTE.