



# NETAJI SUBHAS OPEN UNIVERSITY

## DEPARTMENT OF CONTROLLER OF EXAMINATIONS

134/1, Meghnad Saha Sarani, Kolkata-700029

☎ : 2465-6936; Fax : 2463-0293, Website : www.wbnsou.ac.in

Memo No. : COE/2021/274

Date : 28/07/2021

To  
The Co-ordinator(s),  
All Study Centre

Dear Sir/ Madam,

Once again it is the time to acknowledge your contribution towards the successful completion of BDP Term-End Examination, December - 2019 and June - 2020. There is no doubt that - had it not been exemplary initiatives from your end - it would not have been possible to achieve such a success.

Considering the COVID-19 pandemic situation, the system of online submission of Assignment paper is being introduced for Online BDP Term-End Examination, December - 2020 and June - 2021. All eligible learners have to submit their Assignment paper/s in the said system. If the assignment marks have already been submitted by the study centre concerned, then the candidates concerned don't have to submit the same paper/s once again and they may submit filled in Examination form only for the theory papers. It may also be noted that since MCQ method is being adopted for both Assignment and Term-End Examinations, hence no candidates will be allowed to submit assignment without mentioning it in the filled in Examination form and since submission of assignment paper is mandatory, consequently no candidates are allowed to appear in Term-End Examinations without submitting the assignment paper/s.

The candidates of Online BDP Term-End Examination, December - 2020 and June - 2021 (which are supposed to be held from last week of August) may be asked to submit Online Examination Form (which will be opened for them on 02/08/2021 at 1:00 PM) in the following manners (mentioned in page no.-2) :

### Details of Practical Examinations (December-2021 or/and June-2022) :

- E-4 (For 1<sup>st</sup> semester students) : Examination Session December-2021 (Enrolled up to July-2021)
- E-8 (For 3<sup>rd</sup> semester students) : Examination Session December-2021 (Enrolled up to July-2020)
- E-12 (For 5<sup>th</sup> semester students) : Examination Session December-2021 (Enrolled up to July-2019)
- S-3 (For 6<sup>th</sup> semester students) : Examination Session June-2022 (Enrolled up to July-2019)

The examinees concerned may also be asked to submit their Examination fees as per the following rates :

Examination Fees				
Exam. Type	Full Marks	T.E. Exam. Fee	Assignment Fee	Online Exam. Processing Fee
Theory Dec.-20 & June-21	50	Rs. 55/- Per paper	Rs. 20/- Per paper	Rs. 100/- Per examinee, per session #
	100	Rs. 75/- Per paper	Rs. 30/- Per paper	
Practical Dec.-21 & June-22	50	Rs. 100/- Per paper	Nil	Rs. 100/- Per examinee, per session
	100	Rs. 200/- Per paper	Nil	

# The candidates who have enrolled upto July-2017 are asked to submit Rs.100/- only for Online Examination Processing fees. The candidates who have enrolled from July-2018 to July-2020, are asked to submit Rs.200/- only (if they want to appear for the both sessions).

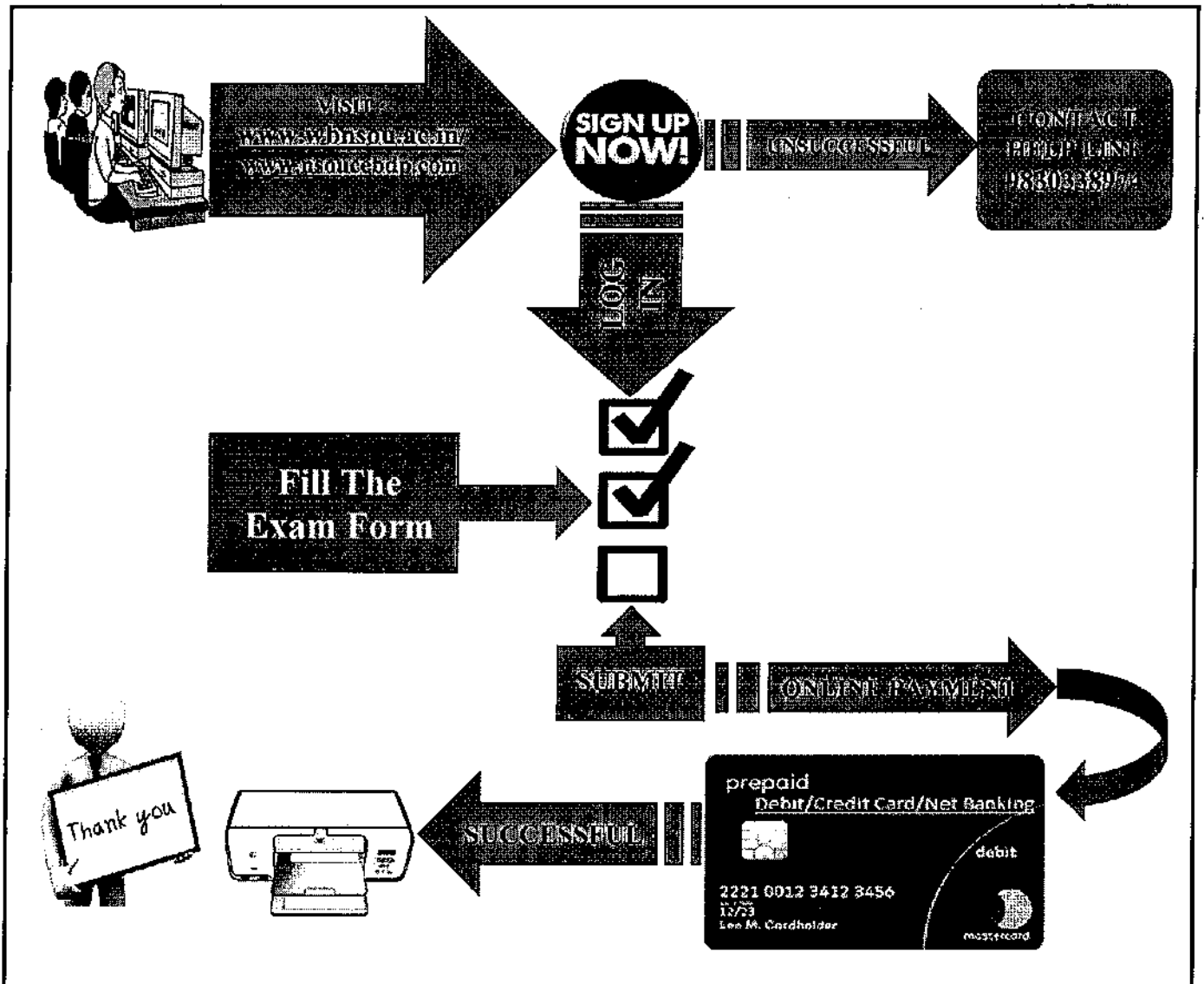
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The portal of **Online Examination Form Submission** for the above said examination will be opened on **02/08/2021** at **1:00 PM** at [www.nsoucebdp.com](http://www.nsoucebdp.com)/[www.wbnsou.ac.in](http://www.wbnsou.ac.in) and will be closed on **07/08/2021** at **4:59 PM**. The person concerned are requested to follow the under mentioned guideline for submission of the said forms.

Fees submission through Debit or Credit Card/Net Banking will be opened on **02/08/2021** at **1:00 PM** & will be closed on **07/08/2021** at **4:59 PM**.

**Instructions for Using ONLINE EXAMINATION FORM SUBMISSION :**

- A. Visit online Examination Form Submission Website to submit filled in Examination Form.
- B. Take a Print Out of filled-in Examination Form and Pay online (in the following ways).



P.T.O.

26

2/4

**STEPS TO BE FOLLOWED :**

1. **VISIT** : [www.nsoucebdp.com/www.wbnsou.ac.in](http://www.nsoucebdp.com/www.wbnsou.ac.in)
2. **SIGN-UP** : With the System by Providing the Necessary Information of the Student. (ENROLMENT NO., FIRST NAME, DATE OF BIRTH, STUDY CENTRE CODE, ELECTIVE SUBJECT). Provide Students Mobile No. & E-mail Id where the User Id (Enrolment No.) & Password will be provided.
  - Enter **Enrolment No.** : (Twice) (Both Should be **Same & Correct** as per Enrolment Certificate)
  - Enter **Date of Birth** : (Should be **Correct as per Enrolment Certificate**)
  - Select **Study Centre Code** : Select from Drop Down Menu
  - Select **Elective Subject Code** : Select from Drop Down Menu
  - Enter **Mobile No.** : (Twice) (Both Should be **Same & Correct**)
  - Enter **E-mail Id** :
  - Enter **Aadhaar** :

Check if All the Above Information is Correct then **SUBMIT**.

If All Information is Correct, then **User Id (Enrolment No.)** & **Password** will be Provided through **SMS** to **Student's MOBILE & E-MAIL**.

3. **LOG-IN** : with the System : Enter into the System to submit FILLED-IN Examination Form.
  - **User Id (Enrolment No.)** : (Enter Student's Enrolment No.)
  - **Password** : (Enter Password)
4. **To submit filled-in Examination Form** : (Check the Subject / Papers are **Ticked** before the submission of examination form)
  - **Tick** the Subject / Paper in which you want to appear. (Click **Select All** if you want to Appear in **All** the papers)
  - If you want to tick subject/paper but it shows **RND** it means Renewal Not Done, you can't appear.
  - **Check Carefully** to the Required Subject / Papers are to be correctly ticked.
  - **Submit** if OK. (**Once Submitted, Subject/Paper Cannot be Altered/Changed**)
5. **PAYMENT** :
  - The Submitted Filled-in Form will be shown automatically. Click on **PAY**.
  - **Online Payment** : (To pay online with Debit or Credit Card/Net Banking)

Use **Debit** or **Credit Card/Net Banking** and Pay the Proper Examination Fees. **Note Down** the **Transaction ID** carefully. It will be shown **Payment is successful**. Go to Dash Board. Click on **Filled-in Examination Form**. Download & Print the On-Line Payment Details for Future Reference.

P.T.O.



**Renewal Rules Applicable for Appearing the Exam. as Below**

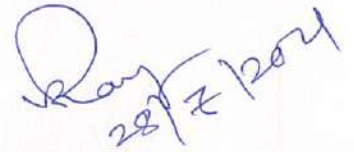
**Example :**

- Candidate with "Y" in 2<sup>nd</sup> & 3<sup>rd</sup> Year Renewal Can Appear in All Subject / Papers of 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Year.
- Candidate with "Blank" in Both 2<sup>nd</sup> & 3<sup>rd</sup> Year Renewal Can Appear in All Subject / Papers of 1<sup>st</sup> Year Only.
- Candidate with "Y" in 2<sup>nd</sup> & "Blank" in 3<sup>rd</sup> Year Renewal Can Appear in All Subject / Papers of 1<sup>st</sup> & 2<sup>nd</sup> Year Only.
- Candidate with "Blank" in 2<sup>nd</sup> & "Y" in 3<sup>rd</sup> Year Renewal Can Appear in All Subject / Papers of 1<sup>st</sup> & 3<sup>rd</sup> Year Only.

ID	ENROLMENT NO.	SECOND YEAR	THIRD YEAR	ACTION
1.	152001110001	Y	Y	All Subject/Papers of 1st, 2nd & 3rd Year will be Appeared on the Exam-Form to be Filled-in.
2.	152001110044	Y		All Subject/Papers of 1st & 2nd Year will be Appeared on the Exam-Form to be Filled-in.
3.	132001001001		Y	All Subject/Papers of 1st & 3rd Year will be Appeared on the Exam-Form to be Filled-in.
4.	152001110003			All Subject/Papers only of 1st Year will be Appeared on the Exam-Form to be Filled-in.

Hope, you will enjoy the new system. Your cooperation will be highly appreciated.

With regards,



**Controller of Examinations (Acting)**

***N.B. : 1) Learners are requested to put own Mobile No. to get OTP.***

***2) Without Submission of filled in Examination form, No Candidate will be Allowed to Appear in Assignment Submission & Term-End Examination.***

***3) Students have to submit Practical Examination fees for E-4, E-8, E-12 & S-3.***

***4) Helpline Number: 9830338974 (11 am to 5:30 pm)***

Copy to : 1. E.S. to Hon'ble V.C. - for information please.

2. The Director, Study Centres, NSOU

3. The Director, School of Education, NSOU

4. The Director, School of Sciences, NSOU

5. The Director, School of Social Sciences, NSOU

6. The Director, School of Humanities, NSOU

7. The Director, School of Professional & Vocational Studies, NSOU