



The Sanskrit College and University

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[Established by the Act XXXIII of 2015; Vide WB Govt. Notification No 187-L Dated- 19.02.2016]
<https://www.sanskritcollegeanduniversity.ac.in>

NOTICE

Memo: 2026/COE/SCU/MS_Distribution/3076

Date: 06.01.2026

The concerned students of the University are hereby notified that the **Mark Sheets** for undernoted Semester Examinations will be distributed from the **Office of the C.O.E (1st Floor, Main Building)**.

The candidates are required to produce the following documents for collection of the same: -

- **Admit Card** (bearing Signature(s) of the Invigilators) – Mandatory.
- Photocopy of Online Payment Receipt of the **Condonation Fees** (if applicable) – Mandatory.

The schedule for distribution is noted below: -

Date	Day	Time	Semester Examinations
08.01.2026	Thursday	12:30 PM to 02:30 PM	UG – 1 st Semester Examinations, 2024 (Regular & Backlog) and UG – 3 rd Semester Examinations, 2024 (Regular & Backlog)

It is also notified that if the concerned student(s) could not make himself/herself present on the above mentioned date, then in such cases his/her Guardian may collect the Mark Sheets after submission of the ID proof of the student, admit card (bearing Signature(s) of the Invigilators) and authorization letter from the concerned student.

Chayan Sur
Controller of Examinations
(Officiating)
Controller of Examinations
(Officiating)
The Sanskrit College and University
Kolkata, West Bengal