



The Sanskrit College and University

1, Bankim Chatterjee Street, Kolkata - 700073 | ☎ - (033) 2241 - 3611 / 1906
[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