



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: 2025/COE/SCU/MS_Distribution/2892

Date: 19.11.2025

The concerned students of the University are hereby notified that the **Mark sheet & Provisional Degree Certificate** for undernoted Semester Examinations will be distributed. The candidates are required to produce the following documents: -

1. **Admit Card** (*bearing Signature(s) of the Invigilators*) - Mandatory
2. Photocopy of Online Payment Receipt of the **Condonation Fees** (*if applicable*),
3. **Marksheet of PG 3rd Semester Examinations, 2024** - Mandatory
4. Previous Composite Marksheet (for Backlog Candidates)
5. **Library Clearance Certificate** - Mandatory

The **venue for distribution** of the same is **Office of the C.O.E** (1st Floor, Main Building) of this University.

The schedule for distribution is noted below: -

Date	Day	Time	Semester Examinations
25.11.2025	Tuesday	12:30 PM to 02:30 PM	PG – 4 th Semester Examinations, 2025 (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 Sheet & Provisional Degree Certificate after submission of the ID proof of the student, original admit card 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