



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&PDC_Distribution/3106

Date: 17.02.2026

The concerned students of the University are hereby notified that the **Mark Sheets and Provisional Degree Certificates** 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.
- Previous Composite Marksheet (for Backlog Candidates) – Mandatory
- **Library Clearance Certificate** (for UG-6th & PG-4th Semester Students) – Mandatory

The schedule for distribution is noted below: -

Date	Day	Time	Semester Examinations
20.02.2026	Friday	12:30 PM to 03:00 PM	UG – 2 nd Semester Examinations, 2025 (Regular & Backlog)
			UG – 4 th Semester Examinations, 2025 (Regular & Backlog)
			UG – 6 th Semester Examinations, 2025 (Regular & Backlog)
			PG – 2 nd Semester Examinations, 2025 (Regular & Backlog) - Kolkata and
			PG – 4 th Semester Examinations, 2025 (Regular & Backlog) - Kolkata

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