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Registrar

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No.: REG/3/L-05

Dated: 06.04.2026

## NOTIFICATION

In terms of resolutions adopted in the meetings of the UG & PG Faculty Councils of the three Faculties of the University, the following rules, regulations will be required to be strictly adhered to in respect of conduct of various examinations for the UG, M.Sc./M.Tech. and Ph.D. courses of the University -

- 1. Minimum Attendance:** In order to be eligible to appear in End-Term Examination of any semester, as applicable, each UG or M.Sc./M.Tech. student will be required to attend **minimum 75% (seventy-five per cent) of the total number of theory and practical classes** held in each course in each semester. If any student has attendance below 75%, he/she will not be allowed to sit in the End-Term Examination.
- 2. Issuance of Admit Card:** Admit Card for appearing in End-Term Examination of any particular semester will be issued to each student subject to **clearance of all semester fees and mess dues (for hostellers)** up to that particular semester by the concerned student **at least three (03) days before** the commencement of the End-Term Examination.
- 3. Penal Fee for Repeat Examinations:**
  - (a) Students who need to appear in Repeat Examination for being marked '**Reported Against (RA)**', will be required to pay a penal fee of **Rs.2,000/- (Rupees Two Thousand) only per course per student**. Only after payment of the requisite penalty, the concerned student/s will be allowed to sit in Repeat Examination.
  - (b) Students will be required to pay a penalty of **Rs.1,000/- (Rupees One Thousand) only per student per course** for arranging Repeat Examination in respect of course/s, for which regular examination could not be held due to *en masse* absence of students or due to walk-out from the examination hall without any valid reason(s). Only after payment of the requisite penalty, the concerned student/s will be allowed to sit in Repeat Examination.

The above revisions in examination rules **shall come into effect from next semester (i.e. Even Semester)**. All other rules and regulations as mentioned in the rule books for Under-Graduate Degree Programme / Master Degree Programme / Doctoral Degree Programme of the University shall remain unaltered.

By order of  
the Vice-Chancellor, BCKV  
Sd/-  
Registrar

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No. REG/3/L-05/13

Date: 06.04.2026

Copy forwarded for information and necessary action to:

1. The Dean, Faculty of Agriculture/ Horticulture/ Agril. Engineering BCKV- **with a request to circulate this notification to the concerned departments.**
2. The Dean, Post Graduate Studies, BCKV, Mohanpur.
3. The Associate Dean, College of Agriculture, BCKV, Burdwan / Bankura.
4. The Secretary, Faculty Council, Faculty of Agriculture/ Horticulture/ Agril. Engineering, BCKV, Mohanpur.
5. The Dean, Students' Welfare, BCKV, Mohanpur, Nadia – **with a request to ensure collection of all mess dues before commencement of examination.**
6. The Librarian, Central Library, BCKV- **with a request to upload the Notification on the University website.**
7. The Superintendent, Examination Section, BCKV, Mohanpur.
8. Vice-Chancellor's Secretariat, BCKV, Mohanpur.
9. Office copy.

Reg 6/4/26  
Registrar