SAMBALPUR UNIVERSITY

JYOTI VIHAR: DIST.-SAMBALPUR (ODISHA)-768 019

No. 02473 /E.G. II   Dated: 19/05/2022

From

The Controller of Examinations

To

The Principals of all affiliated Colleges

(+3 Degree) under Sambalpur University.

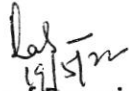Sub: **Regarding submission of corrections in Candidate Nominal Roll (CNR).**

Ref: This office letter no. **2065/COE, dt. 06.11.2020.**

Madam/Sir,

This is for information of all concerned that, with reference to the **Clause no. 02** of the letter cited above, the web portal will be opened for entry of **Internal/Practical/Project marks** of any semester examination on the day of start of the theory examination of the same semester examination. Hence, CNR correction regarding **Name, Subject, Registration number** etc. must be done before the Commencement date of the particular semester examination. Accordingly, the Admit cards floated in the web portal must be served to the students inviting changes/corrections before the commencement of the 1st sitting of the 1st day of the Examination.

This should be communicated to the concerned helpdesk/helpline web portal email address (suniv.helpdesk@gmail.com/cscsu.helpline@gmail.com) where the Form fill up is being done for the particular semester examination in the prescribed CNR correction Excel Format along with Section Officer, E.G. II (soeg-ii@suniv.ac.in) and University Computer centre (univccsu@gmail.com).

CNR correction format communicated after commencement of the particular Semester Examination will not be entertained. Format for CNR correction is attached herewith for your perusal.
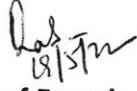
Controller of Examinations

Memo No. 02474 /EG-II   Dated: 19/05/2022

Copy forwarded for information and necessary action to:-
01. Section Officer, Academic-I Section
02. Controller of Examinations' Unit/Asst. Controller of Examinations.
03. University Computer Centre
04. Five (05) spare copies each to EG-II Section/EC-I/EC-II Section.
05. The Director, e-Governance, Nodal Centre, Sambalpur University to upload it in the University Website.

Controller of Examinations