



CONTROLLER OF EXAMINATIONS NAGAON UNIVERSITY

OLD A.T. ROAD, NAGAON-782001, ASSAM

Ref No.: NU/COEX/CIRC-01/2025

Date: 30-07-2025

NOTIFICATION: 01/2025

Marks Entry in Samarth and Result Processing of FYUGP 4th Semester- Reg.

All Course Coordinators/faculty members are hereby informed that the marks of all components of the FYUGP 4th Semester End-Term Examinations 2025 (i.e., Internal Assessment, Practical/Presentation, and Theory Examination) are to be uploaded on the **Samarth portal** using the designated Course Coordinator/faculty member login credentials.

Instructions for Uploading Marks:

1. The last date for uploading marks on the Samarth portal is 5th August 2025.
2. After uploading, the marks must be thoroughly verified by the concerned teachers to ensure accuracy and completeness, as these will be considered final for result processing.
3. A signed hardcopy (PDF) of the marks-foil, downloaded from Samarth, must be submitted to the Examination Branch on the same date (5th August 2025).
4. Original hardcopies of the Theory and Practical Examination marks-foils are also to be submitted to the undersigned.
5. Original Internal Assessment marks-foils need not be submitted but must be retained securely in the respective Department for future reference.

Departmental Compliance:

1. The Supervisor of Examinations (FYUGP 4th Semester, 2025) is requested to ensure that all necessary documents and instructions are issued to the concerned Heads of Departments on 1st August 2025.
2. The Heads of Departments are requested to kindly ensure that the above tasks are completed within the stipulated deadline i.e. by 5th August 2025.

In case of any technical difficulty during the uploading process, kindly reach out to the undersigned.

This is issued with due approval of the competent authority.

[Dr. Afzalur Rahman]
Deputy Controller of Examinations (i/c)

Copy to:

- PS to Hon'ble Vice-Chancellor – for kind information
- Registrar (i/c)
- Controller of Examinations (i/c)
- Academic Registrar (i/c)
- Supervisor of Examinations, FYUGP 4th Semester, 2025
- All Heads of Academic Departments
- Course Coordinator, Online Courses
- University Website – for uploading
- Notice Board

[Dr. Afzalur Rahman]
Deputy Controller of Examinations (i/c)