



SARDAR BEANT SINGH STATE UNIVERSITY

(Established by Government of Punjab)

GURDASPUR (PUNJAB) 143530

Formerly Known as Beant College of Engineering & Technology Gurdaspur

1. Evaluator will receive the hard copy from the evaluation center for evaluation purpose along with the attendance sheet and question paper.
2. Evaluator will get the Soft copy of the Answer Sheets from the Head Examiner. Head examiners should collect the soft copy from the examination section.
3. **Hard copy and the soft copy are required to be matched** by the evaluator with respect to the number of continuation pages used and the questions attempted. Evaluators are required to give a certificate (certificate of Match/Mismatch) duly endorsed by the head examiner regarding the same (format of the certificate will be provided).
4. If Hard copy and the soft copy do not match the same will be reported in the certificate. **All such sheets are not to be evaluated by the evaluator.** All such cases will be put in the BOE meeting for necessary decision in this regard.
5. If in case any student has used continuation sheets more than prescribed limit (19 continuation sheets) then evaluator should evaluate the first 19 sheets only and **all extra sheets should be crossed with a comment "THIS PAGE EXCEEDS THE MAXIMUM PAGE LIMIT" along with the signature of the evaluator.**
6. After evaluation hard copy along with award list, attendance sheet and question paper are required to be deposited in the examination section. Evaluators are required to keep a copy of award list and attendance sheet along with them same can be used for uploading the awards on the online portal.