



Baba Saheb Ambedkar Education University

(Erstwhile The West Bengal University of Teachers' Training,
Education Planning and Administration)

25/2 & 25/3, Ballygunge Circular Road, Kolkata - 700019

Ref. No.: BSAEU/COE/0240/2026

Date: 21.09.2026

NOTICE

Submission of Answer Scripts by Examination Centers at the Police Stations

From now on, all the Examination Centers are required to submit the Answer Scripts of the examinees at their centers in duly sealed, earmarked packets to their designated DCRCs immediately after the conclusion of examinations each day.

In the event that submission at the designated DCRC on the same day is not possible by any Examination Center for any justifiable reason, the sealed packets (duly authenticated and properly marked) must be kept in the custody of the Police Station under whose jurisdiction the Examination Centre falls. Under no circumstances shall Answer Scripts be retained at the Examination Centre itself (except designated DCRCs) after the examinations of any particular date are over. Examination centers must inform the concerned DCRC in advance in this regard and that DCRC must document such events systematically at its end. Examination Centers are advised to formally intimate the concerned Police Station authorities in advance, enclosing the examination schedule and relevant University Notices (as per their requirements).

On the last date of the University Examinations, Centers that have deposited sealed, earmarked packets of the Answer Scripts at the Police Station must submit all such sealed packets to their designated DCRC along with documentary evidence of police custody, clearly mentioning the period of such custody.

Police stations are requested to cooperate with the concerned College authorities to maintain transparency of this University's Examinations in the interest of public service.

Kamtu Bhattacharyya 21/09/26
Controller of Examinations (Acting)
BSAEU

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Baba Saheb Ambedkar Education University
(Erstwhile WBUTTEPA)