



**INSTRUCTIONS TO STUDENTS
FOR
BACKLOG ARREAR EXAMINATION – MARCH 2021**

17.02.2021

Dear students,

The Backlog Arrear Examination will be conducted from the 1st March 2021 to 22 March 2021. Students are asked to follow the instructions carefully.

1. Students should take note of the following Google Email ID for submission of Scanned answer Scripts.
 - i. **Undergraduate (UG)** – Aided Programmes
backlogugaided@americancollege.edu.in
 - ii. **Postgraduate (PG)** – Aided Programmes
backlogpgaided@americancollege.edu.in
 - iii. **Undergraduate (UG)** – Self Financed Programmes
backlogugsf@americancollege.edu.in
 - iv. **Postgraduate (PG)** – Self Financed programmes
backlogpgsf@americancollege.edu.in
 - v. Satellite Campus Programmes
backlogugpgsat@americancollege.edu.in
2. Backlog Arrear Examination schedule is posted in our college website on 17th February, 2021.
3. Question papers for Backlog Arrear Examination will be posted in our college website only according to the examination schedule.
 - ❖ First Session – 9:00 am
 - ❖ Second Session – 12:00 Noon
 - ❖ Third Session – 3: 00 pm
4. Students should click the respective papers on the scheduled date and download the question paper and answer in A4 sheets only. Students can use both the sides of the paper.
5. Students should write their name, roll number (xx ENG 90), Date of the examination, and sign at the top right corner of all the sheets.
6. Students should scan and attach the answer scripts in their respective Google email.
7. **After the completion of all the exams, students should submit the hard copies of the all the answer scripts to the Office of the Controller of Examination of our college between 9:00 am and 5:00 pm. on the last date of examination.**
8. Students who live in other states and countries should submit all the answer scripts either through courier or post to the following address
The Controller of Examination, The American College, Madurai – 625002, Tamilnadu, India
Ph: 0452 - 2530070
9. Students answer scripts will be valued only after the receipt of the hard copy of the answer scripts from the respective students.
10. Students will not be able to appear for the examination if
 - i. students do not have internal marks or absented themselves for internals.
 - ii. students who have not paid the Backlog Arrear Examination fees.
11. For technical assistance please contact technical personnel @ 9842688008, 9842144554, 9944231123, 8056657432

M.D
Dr. M. DAVAMANI CHRISTOBER
Principal & Secretary
The American College
Madurai-625 002

A. Martin David 17/2/21
Controller of Examinations
The American College
Madurai-625 002