



# WEST BENGAL STATE UNIVERSITY

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Ref .....

Date .....

Ref No: WBSU/VC/ 061/2020

Date : 19.03.2020

**For kind attention of all the Teachers, Officers and Employees of the University and also Principals and Teachers of the College**

1. Please take care of your health. If you feel unwell please do not come to the University.
2. Please try to complete all work sitting at home.
3. BOS Chairpersons are requested to complete all paper setting and moderation work using communication through internet, and submit all pending questions by March 31, 2020.
4. I may gently remind that question papers for Under Graduate should have large number of options in the interest of the students.
5. If the University admin is so told, the admin will arrange picking up question papers from the BOS Chairperson.
6. Please note that such notes are being issued in view of the present crisis related to a virus and copies will be shared with the Department of Higher Education, Government of West Bengal.
7. For urgent work, you may please contact at [vc.wbsu@gmail.com](mailto:vc.wbsu@gmail.com).
8. Please put up class notes on College websites / University websites.

With regards,

(Basab Chaudhuri)

19/03/2020