

**Sri Guru Gobind Singh College of Commerce,
University of Delhi**

- Students are advised to keep email as the **last option** for sending the answersheets as result is delayed for emailed answersheets.
- Answersheets are to be emailed at ugexam@sggsc.ac.in , ONLY if you are not able to upload the answer sheets on portal after 3+1+1(extra hour) i.e. after 5 hours
- Details to be added in email –
 - a) Date of Examination (DD/MM/YYYY, Hrs:min)
 - b) Examination Roll Number
 - c) Name of the Program (eg - B.Com, B.Com(Hons), B.A(Hons)Eco, etc.)
 - d) Semester/Year
 - e) Unique Paper Code (UPC)
 - f) Title of the paper
- **NO PERSONAL Details in Email either**
- Reason for not uploading the answersheets on portal
- Attachments –
 - **Question paper**
 - **PDF of the answersheets – question wise**
 - **Screenshots as proof that why answersheet was not uploaded on portal**