

**Second Update to SOP for information of all concerned. Please read the instructions carefully and strictly follow them before sitting in the Examination.**

- Please do not change your Phone/Laptop during examination or during mock test. Stick to one device only.
- Please note that you will login only on the day of your examinations. Please do not login for any other time just for the sake of it.
- No separate registration is required. Just login by providing your Student login credentials (user id and Password) which are given as under:

Login id (Your User-id) : Your **Examination Roll no (A170xxxx)** (use capital letter and do not give space in between)

Your Password: nehu@last four digits of the Roll number (**nehu@xxxx**)

- In case of difficulty in uploading or any other issue such as login failures etc., please retry to do it again. Logout as soon as your job (uploading of the answer sheets) is over to facilitate others have smoother access.
- Please do not panic in case of difficulty and contact your college helpline for assistance.
- Please click on the link below and have a look at the video help and guide for the students to enable them smoothly complete their examinations.

**Please [Click here](#) to :**

- Get Videos and detailed Text document for assistance and understanding of the process.
- University shall have a helpline that may be accessed at the email id given below. Helpdesk queries must clearly mention Name, Roll no, Subject appearing, Paper number, College Name and the nature of the problem faced:

University helpdesk email address: [helpdeskexam@nehu.ac.in](mailto:helpdeskexam@nehu.ac.in)

- For helpline support over phone, contact only the numbers given below during working hours. The email assistance shall be available 24 x 7.
- Phone nos to contact: (0364) 2721212, ,2721213, 2721215,2721221, 2721223

  
Controller of Examinations  
03/10/2020