

INSTRUCTIONS FOR CANDIDATES

1. Be punctual; candidates must be present to be let in the Examination Hall/Room ,45 minutes before.
2. Be seated as per seating plan depicted at the entrance of hall/room and you must be seated once the doors have opened.
3. Do not ask for any help from the invigilators in solving questions. This may be taken as an act of academic dishonesty and dealt accordingly.
4. Candidate may seek invigilator's assistance regarding misprinting. How and what to write should not be asked.
5. Do not open the question paper until instructed to do so.
6. In case of any query, candidate must raise their hand and wait until an invigilator comes . Please remember that invigilators cannot answer any questions about the content of the question paper.
7. The instructions on the question paper and OMR sheets must be read carefully and acted upon.
8. No candidate would be allowed to sit in the Examination Hall without showing Admit Cards to the superintendent.
9. No candidate should allow anyone to impersonate him/her. This may result in serious consequences starting with cancellation of examination.
10. Books and notes are not to be brought inside the Examination Hall/Rooms.
11. Bring your own pen, pencils, erasers, and scales. Borrowing at the places of examinations is not permitted.
12. All rough work is to be done on the right side of the paper, opposite the same question.
13. Special electronic notebooks, mobile phones, PDAs and any other electronic accessories are prohibited in the Examination Hall / Rooms.
14. The query is to be addressed to all the candidates loudly by the faculty concerned.
15. Possession of firearms, knives etc in the vicinity of Examination Hall / Rooms is punishable crime under the Country's Law.
16. Disrupting the Examination Hall / Rooms by shouting or by rowdy acts will be considered as a serious punishable crime under the Country's Law.

17. Candidates are required to be respectful and polite towards the invigilation staff. Shows of temper, anger, misbehavior, misconduct or disrespectful utterances will be dealt with serious punishments.
18. Eatables, beverages and smoking are not permitted in the Examination Hall / Rooms.
19. Any attempt to copy, take or give help during the examinations is an offence, punishable even to the extent of termination from the institution.
20. Writing on palm, arm or anywhere on the candidates' body/clothing is considered enough proof of cheating which may result in termination from the institution.
21. Any written material found in the possession of a candidate, whether that material is related or unrelated to the paper, will result in paper cancellation.
22. Candidates prior to entering the Examination Hall / Rooms should ensure that they are not in possession of written material of any sort. All such material is to be left outside the Halls Rooms of Examination.
23. Candidates, once inside the Examinations Hall / Rooms will not be permitted to proceed washrooms/toilets or any other place outside the Examination Halls / Rooms.
24. Candidates to be seated according to the seating plan.
25. Pin drop silence is to be always adhered.
26. Candidates may not leave during the first half or the last twenty minutes of the examination.
27. Please keep your ID cards and roll no slips in front of you.
28. If you feel ill, please raise your hand and action will be taken, accordingly. If recovery is made within the venue of the exam, extra time will not be rewarded. In case you need medical help / hospitalization then on vacating exam premises your exam will stand disqualified and relevant undertaking will be taken.

