



16.03.2020

**NOTICE FOR STUDENTS OF
FIRST YEAR AND SECOND YEAR DEGREE COURSE
(AIDED AND SELF-FINANCED)**

Examination Rules to Follow

(Semester II/IV, March/April, 2020)

1. The examination is scheduled from 8.00 am as per the Time-table declared by the College.
2. **Every student should bring their Hall Tickets along with their Identity Cards.** The Identity Cards should be hanged around the neck throughout as long as present in the premises and examination hall.
3. If the Identity Card Holders are broken, the same should be obtained from the College Office by paying the required fee.
4. **All will reach the college latest by 7.30 am.**
5. **The First Floor gate/grill will be closed by 7.40 am and all will be seated in the Examination Hall before 7.45 am.**
6. **Your Answer Booklets will be issued by 7.45 am. Fill the column of the Booklet Properly.**
7. **Question Papers will be issued at 7.55 am. You will be allowed to read the question papers for 05 minutes, but will be permitted to write the paper only from 8.00 am.**
8. College Lifts will not be available for students during examinations except prior permission granted by the Examination Control Room or Principal.
9. Mobile phones are not allowed in the Examination Hall. If the mobiles are found in the custody of students, the same will be treated as Copy Case and will be confiscated by the Examination Control Room.
10. If a student is found copying from any means of material, he/she would be debarred for a minimum of 3 Semesters and all other examinations will be treated as 'NULL and VOID'.
11. **No students would be allowed to leave the Examination Hall at least for one hour from the commencement of examination.**
12. All should vacate the college premises immediately after completing their examinations.

SPECIAL INSTRUCTIONS ON CORONAVIRUS INFECTION

Keeping in view of the ongoing risk of **Coronavirus Infection**, every student should follow the instructions given as under:

- Bring a handkerchief and tissue papers, a filled water bottle of drinking water and if possible, sanitizers and keep the same in the custody during examination.
- When coughing and sneezing, cover mouth and nose with handkerchief, tissue or elbow.
- Bring extra pens and pencils so that those items will not be exchanged.
- Avoid close contact with anyone with cold, cough or flu like symptoms.
- If you have cough, fever or difficulty in breathing, please show to the doctors and obtain medical certificates.
- Liquid Hand wash is made available in every washrooms of the college. Please make use of the same.


16/03/2020
PRINCIPAL /C