

**Rules to be followed by Students in
SEE / Summer Semester Examinations – UG / PG**

- 1) Students should come to the examination hall with their **Hall ticket** and **College identity card** (**Association office bearer Id Card is not permitted**).
- 2) They should be present in the examination hall **20 minutes** before the commencement of the examination.
- 3) They should **not carry** any textbooks / notes / chits / **Mobile Phones / smart watches / earbuds** to the examination hall for studying / copying.
- 4) They **should check** their bench / desk / pockets / wallet / instrument box / calculator for any written material related or unrelated to the subject and handover the same if any to the invigilator before the commencement of the examination.
- 5) They should mark their USN on the answer script and the question paper in the space provided compulsorily.
- 6) Bringing **Mobile phones, Programmable Calculators, Fitness Trackers, Digital Watches, Smart Watches, earbuds** and any such **electronic devices** etc. to the examination hall is **strictly prohibited**.
- 7) They should not write anything on the question paper / hall ticket / calculator / palm / hand / leg / handkerchief / scales / instrument box / pens / water bottles etc.
- 8) They should not pass any written material from one to another.
- 9) They should not communicate with their friends or any person inside or outside the examination hall during the examination.
- 10) They should not disclose their identity in the answer book in any form.
- 11) They should write the question and sub question number without fail.
- 12) Students are not permitted to leave the examination hall within **45 minutes** after commencement of the examination. And when they leave they have to hand over their question paper to the invigilator and can collect it after the examination is over.
- 13) Students should not leave the hall during the last 10 minutes of the examination.
- 14) If there are **Multiple Choice Questions** in Question Paper, they need to answer it in the OMR sheet provided. Also, they need to complete the same **within the first 30 minutes** of examination. *Applicable for exams with MCQs.*
- 15) Students need to fill all the details in **Answer books** or **OMR Sheets** properly and **Shade** the appropriate **circles** using **Black or Blue ball point pen** only.
- 16) Students are advised to fill in the answer book / OMR sheet carefully. If there are any mistakes in the entry, **alternative / additional answer books / OMR sheets will not be provided**.
- 17) **Additional pages or booklets will NOT be provided** for theory examinations.
- 18) **MALPRACTICE during SEE will be considered seriously and consequences may lead to Fail Grade in all the courses of this semester.**