



SCHOOL OF COMPUTER ENGINEERING
KALINGA INSTITUTE OF INDUSTRIAL TECHNOLOGY (KIIT)
(Deemed to be University, u/s 3 of UGC Act 1956)

Ref No: KIIT-DU/SCOMP/148 /25

Date: 01/09/2025

NOTICE

Sub: Instructions for Autumn-2025 Mid-Semester Examinations

It is hereby informed to the 2nd and 3rd year B.Tech. students of School of Computer Engineering to follow the below mentioned instructions for the aforesaid Examinations:

- All students must carry their **KIIT Identity Card (Hard copy)** to the Examination Hall for candidature verification.
- Bags, Mobile phones, Ear buds and Smart watches are strictly prohibited inside the Examination Hall.
- With reference the Controller of Examinations letter dtd.16/08/25, **Rs10,000/-** shall be imposed on possession of mobile phones from a student inside the examination Hall.
- Students can keep their bags containing some belongings like class notes, papers, and medicines in the C-Block lobby which is under CCTV surveillance.
- The surveillance system is not adequate (full proof) to identify any type of theft. The School does NOT hold any responsibility to identify/track the victim in case any theft/damage occurs due to the huge number of students accessing the lobby when examination ends and few of them use masks too on their faces.
- Students are strictly instructed NOT to keep expensive items such as laptops, mobile phones, ear-buds inside their bag and leaving it in the lobby.
- Arrive at the C-Block Lobby **30** minutes before starting of the examination to avoid last movement rush in the gate checking. All entry will be through C-Block Lobby only.

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School of Computer Engineering, KIIT Deemed to be University
Campus-25, KIIT, Bhubaneswar, Odisha, India, Pin - 751024
Email: director.csit@kiit.ac.in, Website: <https://cse.kiit.ac.in/>

The guidelines for appearing the Make-up Mid-semester Examinations are given below:

- I. Students must secure minimum **75%** attendance in all courses to become eligible to appear in the make-up mid-semester Examinations.
- II. The syllabus in the make-up mid-semester examinations is from the full course.
- III. All the questions are compulsory.
- IV. Each day shall be fixed with two courses.
- V. The schedule of Examination will start before 5 days of commencement of End-semester Examinations.
- VI. Students cannot choose to appear for a few courses (partly) in regular mid-semester and rest in the make-up mid-semester examinations or vice-versa.
- VII. Students, opt to appear in **all the courses** in the make-up mid-semester examinations for any valid reason, must submit an application to the mentor.
- VIII. Students, who register for Backlog/Improvement courses, will have to appear in those courses only during make-up mid-semester examinations. ***Those students must appear all regular courses in regular mid-semester Examination to avoid overlapping with the schedule for Backlog/Improvement courses.***

Considering all the above guidelines, students are advised to appear for all the courses in the regular mid-semester examinations, if they do not have any valid reason for missing the examinations.

The examination will be held at Campus-25. Room numbers details will be shared 12 hours before the commencement of examination for each subject. Do write to fic.examcell.cse@kiit.ac.in, if any student does not receive the venue details. The detailed timing for different activities are mentioned in the Annexure-I.

Prof.(Dr.) Biswajit Sahoo
DIRECTOR GENERAL

Director General
School of Computer Engineering
Kalinga Institute of Industrial Technology
Deemed to be University, Bhubaneswar-24

Encl: Annexure-I, Exam Schedule, Registered student list
Copy to: Sr.AO/Tutor Mentors/Faculty Members/Asst. CoE/Dy.CoE/Deans

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Annexure-I

Timing for different Activities for the Examinations

Student Activity	Exam Timing	
	Slot-I (9:00AM-10:30AM)	Slot-III (3:30PM-5:00PM)
Examination Hall Entry	08:30 AM	03:00 PM
Question Paper Receive	09:00 AM	03:30 PM
Examination Hall Entry Closed	09:30 AM	04:00 PM
Answers Sheet Deposit	10:30 AM	05:[00 PM

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