

Internal Assessment Examinations

General Instructions for Students.

1. All students should occupy their seat **10 minutes** before starting of the examination.
2. Those who do not enter exam hall 5 minutes before the commencement of the exam, will be held outside for 10 minutes.
3. It is mandatory to wear their **college I.D. Card**; without which he/she shall not be allowed to appear for the examination.
4. All should follow the COVID protocol during the examination.
5. No student will be allowed to go out for any personal matters during IA examination.
6. All should maintain absolute silence and discipline during examination.
7. Any misbehaviour from any student will be treated as unfair means and actions will be initiated as per university regulations.
8. Students should not indulge in any unfair means, if found will be dealt with strict measures as per university guidelines. **(Do not carry any notes, chits or any copying material to exam hall.)**
9. Possession of **Mobile Phones, Smart Watches, any Blank Paper, Chits, Programmable Calculator, and Electronic Gadgets** etc. is strictly prohibited. (Do not carry any of these to your seat)
10. If Mobile phone is confiscated following any copy case, the mobile phone will not be given back for one month.
11. Students are **not permitted** to leave the examination hall within **half an hour** from the commencement of the examination and the last **10 minutes** of the examination.
12. Students are permitted to keep their bags inside the class, either sides of the platform.
13. IA Examination will be conducted in 1st floor of new building and 1st to 3rd floors of old building (Main building).
14. All students should check the seating arrangement regularly to avoid any confusion.
15. No students will be permitted in 2nd, 3rd and 4th floor of Annexure building from 10 am to 2 pm on 20th, 22nd, 24th 27th Feb and 1st March due to University examinations of FE Sem-II.

