

Ref.No.: RVCE/EXAM/1159/2023-24

Dt. 05 February 2024

CIRCULAR

INSTRUCTIONS TO UG/PG. AUTONOMOUS STUDENTS FOR PRACTICAL/THEORY EXAMINATION – February/March-2024

- 1) STUDENTS ARE INFORMED TO BE PRESENT IN THE RESPECTIVE EXAMINATION ROOMS / LABS 15 MINUTES BEFORE THE COMMENCEMENT OF EXAMINATION FOR PRACTICAL AND THEORY EXAMS.
- 2) STUDENTS WHO ARE DECLARED NSAR / NSSR IN THE COURSES ARE HEREBY INFORMED NOT TO APPEAR FOR THE EXAMS IN THE RESPECTIVE COURSES. IN CASE IF THEY APPEAR, THE COURSES FOR WHICH THEY APPEAR RESULTS WILL NOT BE DECLARED AND BE TREATED AS MALPRACTICE AND PENALTY WILL BE LEVIED.
- 3) STUDENTS POSSESSING - CHITS, WRITING ON HANDS/LEG PALMS/HANDKERCHIEF, MOBILE PHONES, PDA, MP3, PENDRIVE OR ANY OTHER ELECTRONIC GADGETS WILL BE BOOKED UNDER MALPRACTICE WHICH WILL LEAD TO DEBARRING OF STUDENT FROM EXAMINATIONS.
- 4) STUDENTS ARE ADVISED TO AVOID BRINGING BAGS TO THE EXAMINATION AS FAR AS POSSIBLE.
- 5) STUDENTS WHO BRING BAGS ARE REQUIRED TO KEEP THE BAGS IN THE DESIGNATED ROOMS FOR THE PURPOSE. DO NOT KEEP WALLETS / CASH / ATM CARDS ETC. IN THE BAG. LOSS OF BAGS OR CARDS WILL NOT BE THE RESPONSIBILITY OF THE COLLEGE AUTHORITIES.
- 6) EVERY STUDENT SHOULD CARRY IDENTITY CARD AS WELL AS ADMISSION TICKET. NON-PRODUCTION OF THE SAME WHEN ASKED FOR, WILL LEAD TO LOSING THE OPPORTUNITY TO APPEAR IN THE EXAMINATION.
- 7) AVOID WEARING CLOTHES WITH TOO MANY POCKETS. SEARCH ALL POCKETS BEFORE YOU ENTER THE EXAMINATION HALL AND MAINTAIN DRESS CODE AS PRESCRIBED BY THE INSTITUTION.
- 8) STUDENTS ARE REQUIRED TO ENTER THE COURSE CODES AND COURSE TITLE CLEARLY AND CORRECTLY ON THE FRONT PAGE OF ANSWER BOOKS. USE ONLY BLUE / BLACK BALL POINT PEN.
- 9) STUDENTS ARE STRICTLY ADVISED NOT TO LEAVE ANY BLANK PAGES IN BETWEEN THE ANSWER SHEETS.
- 10) ATTEST YOUR SIGNATURE PROPERLY ON THE FRONT SHEET OF ANSWER SCRIPT AND B-FORM. WRITE REGISTER NUMBERS LEGIBLY. VERIFY THESE BEFORE HANDING OVER THE ANSWER SCRIPT TO ROOM SUPERINTENDENT. STUDENTS WILL BE GIVEN ONLY ONE ANSWER SCRIPT. NO ADDITIONAL BOOK WILL BE ISSUED.
- 11) STUDENTS ARE STRICTLY ADVISED NOT TO WRITE ANYTHING ON THE QUESTION PAPER ISSUED THIS MAY LEAD TO MALPRACTICE.

All Notice Boards/Watch & Ward/Canteen/

Heetha 5/2/24
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