



SRI VENKATESWARA COLLEGE

Ref. No. SVC/Admn/2022/P/
06.05.2022

NOTIFICATION

Instructions to Students

1. Be Punctual and reach the examination hall in time.
2. Please switch off your mobile phones and keep it in your bags/hand it over to the invigilator as soon as you enter the examination hall. If any electronic gadget is found to be possessed by the student, the same shall be confiscated.
3. Please occupy your seat at the allotted place in the examination hall. **DO NOT FORGET** to Fill all the appropriate columns and Sign on the cover sheet of the answer booklet.
4. Keep your Admit Card on the table
5. The question papers will be distributed at the strike of the bell. Invigilator will call up the question paper Course Code and Title. The respective students must stand up and receive the question paper. Please make sure that you are given the right question paper. Do not write anything on the question paper except your roll number.
6. You are not permitted to pass the question paper, much less the answer book, to other students. You are also not allowed to borrow calculators, or any other materials from other students
7. Students are not allowed to stand outside the examination hall after the commencement of examination.
8. Students are not permitted to leave the examination hall without the permission of invigilator.
9. **Any case of copying, malpractice, discussion shall be taken seriously and reported to the University.**

Contd. P/2



: 2 :

10. Students are advised to leave the examination premises as soon as the examination is over. Thronging in the verandah causes inconvenience.
11. **Malpractice:** The following will be considered as malpractice:
- (i) Writings on the desk relevant to the examinations.
 - (ii) Verbal or oral communication to neighboring candidate.
 - (iii) Objectionable writings in the answer book.
 - (iv) Possession of any incriminating materials inside the examination hall (whether used or not).
 - (v) Written or printed materials, bits, writings on scale, calculator, Handkerchief, Hall Ticket, handbooks, Dress or any part of the body etc.
 - (vi) Copying from neighbour.
 - (vii) Possession of answer book of another candidate.
 - (viii) Giving answer book to another candidate/taking answer book from another candidate.
 - (ix) Exchange of question papers and other materials with some answers.
 - (x) Misbehavior in the examination hall (Disobedience, unruly conduct in the examination hall, threatening the Invigilator/Superintendent and other examination officials), carrying mobile phone.

C. Sheila Reddy
Principal