

BHADRAK AUTO COLLEGE, BHADRAK

UG/PG EXAMINATIONS

INSTRUCTIONS TO CANDIDATES DURING EXAMINATIONS

1. The examination shall be held as per the date and time notified earlier. Candidates must come in *College Uniform with their identity card and relevant semester Admit Card*, failing which they shall not be allowed to sit for the Examination.
2. **You are allowed to bring a water bottle into the exam Hall.**
3. Arrive at least 30 minutes before the exam is due to start. Candidates shall be checked at the gate as well as in their seats during Examination and they cannot deny such checks as and when necessary.
4. No Candidates shall be allowed entry 30 minute after the examination starts. In no circumstances shall one be allowed after 30 minutes of commencement of Examinations.
5. Candidates shall bring their own blue/black pen . They shall not be allowed to exchange the same in the Examination Hall.
6. Candidates must not carry books, notes. Purses/wallet / unauthorized material with written or blank papers, mobile phones, digital watches or electronic gadgets in to the examination premises.
7. Listen carefully to instructions and you are required to comply with the instructions of Invigilators at all times. Do not disobey any instructions issued to you by the Invigilators.
8. Do not start writing exam answers until told to do so. Stop writing immediately when the invigilator says it is the end of the exam.
9. A candidate shall not be allowed for temporary absence nor leaving the hall permanently in the first hour of the Examination.
10. A candidate shall not be avail of temporary absence more than two times and beyond three minutes each time. ***No one shall be allowed temporary absence in the last half an hour. No candidates shall be allowed to leave hall in the last fifteen minutes of the sitting.***
11. It is students 's responsibility to handover his/her answer scripts duly stitched to the invigilator. Candidates shall write their Roll Nos., Regd. Nos., Subject, Paper etc. in the space provided for the purpose. ***Writing Roll Nos./ your name or leaving any identification marks anywhere not specified shall be liable to expulsion/booked under malpractices.***

12. Write on both sides. Do not write anything on the question paper.
13. **There shall be no additional Answer Scripts for UG Students.**
14. Candidates shall maintain perfect discipline and must not use any incriminating material nor disturb other candidates in the hall.
15. Keep your eyes on your own paper. Remember, copying is cheating and it is punishable.
16. Exchange of any materials, stencils, mathematical instruments etc, is strictly prohibited.
17. Leave the exam hall quickly and quietly. Remember to take all your belongings with you.
18. Infringement of any of the Examination rules above or as laid in the rules and regulations of Examination shall be punished as per provision.

Sd/-

Principal, Bhadrak Auto College