

NAGINDAS KHANDWALA COLLEGE – AUTONOMOUS

INSTRUCTIONS TO ALL STUDENTS

25-26-09/ D-Exam/CIR- 04

Dated: 25-09-2025

- **College ID Card, Hall ticket is mandatory for appearing for the examination.**
- The seating arrangement will be displayed on the Students notice board. Students should occupy the seats as per Exam Roll Number allotted to you and mentioned on your desk.
- The Signature of the students in the signature sheets is compulsory.
- Hall Tickets to be printed once and should not have any written material. If found guilty will be taken as an unfair means attempt.
- **Students have to be seated 15 mins prior to the start of the examinations** so as not to miss out on the supervisor instructions.
- Warning Bell would be rung 10 mins prior and towards the last 10 minutes of the exam.
- **Use of mobile phones, smart watches and any other electronic gadgets will NOT be permitted in the examination hall. Smart watches or mobile phones if confiscated in the examination hall will be handed over to the unfair-means enquiry committee.**
- **Strict disciplinary action will be initiated against those students who attempt to engage in unfair means during the exams including debarring for a period of three years from appearing forth coming exams.**
- Extra time or additional time will not be given for late comers.
- It is mandatory for the Students to be present in the examination hall for at least 1 hour of the commencement of examinations.
- Students who report to examination (20 minutes) post the beginning of the examination will not be permitted to appear for the said paper.
- Students are advised to refrain from using washroom during exams.
- Students are advised to bring **FULLY TRANSPARENT writing pads** and their own ruler/scale and other necessary stationary required. No exchange of stationary is allowed.
- Students who are debarred from exams will not be issued a Hall ticket are will NOT BE ALLOWED to appear for Semester end exams

By order

Controller of Examinations

Principal