

INSTRUCTIONS TO THE CANDIDATES

For the smooth conduct of the examinations, the candidates are requested to adhere to the following guidelines:

1. Examination Timings: FN : 9.30 AM to 12.30 PM
AN : 1.30 PM to 4.30 PM
2. They have to check the Hall No. and seating plan daily.
3. They have to enter the hall 10 minutes before the commencement of the examination and occupy their seat correctly.
4. A seat marked with Register number will be provided to each candidate. Candidate will occupy the allocated seat at least 10 minutes before the commencement of the examination. In no case, candidate shall be allowed to occupy a seat other than allocated seat.
5. Normally Candidates will not be permitted to enter to the examination hall after the commencement of the examination. Only on the extraordinary circumstance, the candidate will be permitted during the first thirty minutes of the examination after obtaining the written permission from the Principal/CS.
6. Candidates shall not be allowed to leave the examination Hall before the expiry of 45 Minutes from the commencement examination, the candidate who leaves the Examination Hall during the period allotted for a paper will not be allowed to re-enter the Hall within that period.
7. Candidates who are suffering from infectious diseases of any kind shall not be admitted to the examination Hall.
8. Strict silence and discipline should be maintained in the examination Hall.
9. Candidates are required to bring their own pens, pencils and erasers. Candidates should use only blue or black Ink while answering their papers.
10. Before proceeding to answer the paper, the candidate should write his/her register number, semester, subject and date of the examination at the appropriate space provided in the first page of the answer book and nowhere else in the answer book or in any additional attachment like drawing sheet, smith chart etc
11. If a candidate writes his/her register number on any part of the answer book/sheets other one provided for or puts any special marks or writes anything

which may disclose in anyway, the identity of the candidate /college, he/she will render himself/herself liable for disciplinary action.

12. Writing of wrong register number in the answer book will entail rejection of the answer book.
13. Candidates are not allowed to exceed the prescribed time assigned to each paper.
14. Candidates shall not talk/ask questions of any kind during the examination.
15. Candidates shall not carry any written / printed matter, any paper material, cell phone, pen Drive, pad, programmable calculator, any unauthorized data sheet / table into the examination hall and if anything is found in their possession they shall be liable for Disciplinary action.
16. Candidate shall not pass any part or whole of answer paper or question paper to any other candidates no candidate shall allow another candidate to copy from his/her answer paper or copy from the answer paper of another candidate. If found committing such malpractice, the involved candidates shall be liable for disciplinary action.
17. Candidates found guilty of using unfair means of any nature shall be liable for disciplinary action.
18. Candidates will have to hand over the answer books to the invigilator / Chief Superintendent before leaving the examination hall.
19. Candidates should produce the hall ticket on demand by the Invigilator / Chief Superintendent / Anna University Representative / Squad members.
20. Candidates shall not write anything in the Hall Ticket.
21. Candidates shall write only the Register No. in the space provided in the Question Paper. Any other writing in the Question paper is prohibited and punishable.