

VIDYA ACADEMY OF SCIENCE AND TECHNOLOGY

Thalakkottukara, Thrissur-680501
APJKTU End Semester Examinations

Instructions to the Students

1. It is mandatory that the students should be in proper uniform, carry their ID card and valid hall ticket for entering the examination hall.
2. The students must collect their hall ticket in advance from their Group Tutors.
3. The seating plan will be displayed on the day of examination in the notice board placed at North, South and Main block.
4. The students should be present inside the examination hall 15 minutes before the commencement of examination.
5. The students will not be permitted to enter the examination hall after 15 minutes of commencement of examination.
6. Students are not allowed to leave the examination hall before 2 Hrs. of commencement of examination.
7. Students must follow the instructions given by the invigilators.
8. While receiving the answer booklet, students should ensure that the answer book is consisting of 32 pages and no pages are damaged. If any discrepancies are noticed, immediately report to the invigilator and replace the same.
9. Students should check their respective seats and make sure that, any kind of materials are not in their place. If anything found immediately inform the invigilator and follow the instruction from the invigilator.
10. The candidate shall make entries on the cover page of the Answer Booklet. In case of any doubts rise your hand and contact the invigilator.
11. Students should ensure that, THREE barcodes are affixed on answer booklets in the space provided for the same and put their signature in attendance sheet.
12. Disobeying the invigilator/other officials or resistance to instruction from authority and sitting at wrong seat will be considered as a malpractice.
13. Writing on question paper (except Name and Reg. No.) and/or passing on the same to other student(s) in the examination hall will be viewed seriously and treated as a malpractice.
14. The students must NOT write their Register Numbers anywhere in the answer booklet. Doing so will be considered as a malpractice.
15. The students should not tear out any page or part thereof from the Answer Books.
16. Tampering of barcodes will be treated as a malpractice.
17. The students should neither write their name nor make any identification marks on any part of the Answer Booklet.
18. The students should not write on the reverse side of the front page. Both sides of the subsequent sheets in the Answer Books can be used for answering.
19. The name of the Examination Centre/College or the place of the Exam Centre should not be indicated anywhere in the Answer Books.
20. Possessing/Carrying unauthorised materials including electronic gadgets are strictly prohibited inside the examination hall.
21. In case of any kind of malpractice reported will be punishable as per the guidelines (Appendix-1 of APJKTU examination hand book) published by University.
22. Students should strictly follow all the rules and regulations as per the guidelines published by APJKTU in this regard.
23. The students under Quarantine, Primary Contact, and having Mild symptoms/ Covid positive must inform the same in advance to the Chief Supdt. of Examinations through their respective GTs and HoD.
24. The students those who need special rooms/rooms at Ground Floor based on any medical ground should be informed in advance through their GTs and HoD.

Chief Superintendent of Examinations
