

# **Dr. Babasaheb Ambedkar Technological University, Lonere-Raigad**

## **Summer Examinations - 2013**

### **Instructions to the Students**

1. First examine the answer book for loose sheet, incorrect size etc. In case you find any such discrepancy bring it to the notice of the invigilator and get your answer book changed before starting to write.
2. Enter your examination Seat Number and all particulars indicated on your answer book before you start writing your answers. Do not write anything in the column reserved for marks.
3. If before, during or after the examination, if a student is found guilty of misbehavior or misconduct including breach of any of the rules laid down for the proper conduct of examination or if a student is found to have copied or attempted to copy or used or attempted to use unfair means and is reported by Controller of Examinations, Officer-in-charge, Invigilators or Examiner, the student shall be liable to be instantly expelled or debarred from the examinations. Further action will be taken against the student according to the provision of Rules of the University.
4. When a student is found guilty of copying for any other examination related offense he/she will have to give a statement under his/her signature before the Officer-in-Charge. If he/she refuses to give any statement, action may be taken without reference to him under intimation to the Controller of Examinations.
5. Start writing each answer on a fresh page; write the number of question at the beginning of each answer. If there are sub-questions (a), (b), (c) or (i), (ii), (iii) etc., specify each sub-question in the beginning of the answer and not in the margins.
6. Do not write your name or seat number in any part of your answer book. If any part of the answer requires signature or name, write only X, Y, Z.
7. Do not tear out any page from the answer book or supplement.
8. Tie securely together the answer book and supplements relating to the same paper, if any, and enter the particulars of main answer book and supplements in the column provided for this purpose.
9. The student must submit his/her used answer book and all supplements taken, whether written or blank, before leaving the examination hall.

10. The student will not be permitted to leave the examination hall before completion of 30 minutes after the distribution of question papers. He/she will not be allowed to leave the examination hall during last 15 minutes of the allotted time.
11. A warning bell will be given ten minutes before the end of the allotted time for examination; the moment final bell is given, all the students must stop writing, and be ready to handover answer books to the Invigilator.
12. The student must not leave his/her seat until all the answer-books are collected by the invigilator. If the students continue to write after the final bell, the answer book shall be marked as "Late Submitted" thereon by the Invigilator. The students whose answer books are will be marked as "Late Submitted" the examiner may penalize the student by deducting maximum up to 5 marks.
13. The student must request the invigilator for any requirements, and should not leave his/her seat during the examination hours.
14. Exchange of writing material, stencils, and calculators, stationary and drawing is strictly prohibited.
15. Mobile Phones are strictly prohibited in the examination Hall.
16. Programmable calculators are not allowed.

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