NEW HORIZON
COLLEGE OF ENGINEERING
Autonomous College Permanently Affiliated to VTU, Approved by AICTE & UGC
Accredited by NAAC with 'A' Grade, Accredited by NBA

INSTRUCTION TO STUDENTS

To Maintain Discipline at Exam Hall

Examination Timings:

Examinations with 3 hours duration session –9.30 AM to 12.30 PM
1.30 PM to 4.30 PM

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

The Candidates:

1. Have to check the Hall No. and seating plan daily.
2. Have to enter the hall 15 minutes before the commencement of the examination and occupy their seat correctly.
3. Are not allowed to enter the hall after the commencement of the examination.
4. Should possess Hall Ticket and Student Identity Card in enter the Examination Hall.
5. Use/ possession of mobile phone, programmable calculator, pager, smart watches and any other communication device is strictly prohibited in the examination room and shall be confiscated
6. Should not be in possession of any notes or other written / printed matter except as may be specifically permitted by the Controller of Examinations. Pullovers and double shirts are strictly not allowed.
7. Have to check the answer book is damaged /contains all the pages, before writing the answers. No additional sheets will be issued.
8. Have to check whether the Register Number, Degree/Branch, Course code/ Name and Date of the exams are written correctly in the answer booklet.
9. On receipt of question paper, have to verify the Course code / Name and ensure that the correct question paper is received.
10. Are prohibited from writing or scribbling on the question paper.
11. Are prohibited from writing or leaving any distinguished identities so as to identify their paper.
12. Should not detach any sheets from the answer booklet and answer booklet should not be taken out of the hall.
13. Should not exchange any materials with other candidates inside the hall.
14. Have to return back any data books / charts / manuals issued to them before leaving the hall.
15. Have to ensure whether they signed in the attendance sheet before leaving the exam hall.
16. Have to submit the answer booklet to the invigilator personally, at the end of the examination
17. Have to maintain silence inside the examination hall.
18. No student is allowed to move out of the hall for any reason during the examination.
19. Do not stay back near to the Examination Premises, after completing the examination.
20. **Who resort to malpractice of any nature will be considered seriously and necessary disciplinary action will also be taken against them. It may lead to even, cancellation of all the exams written by them during the semester.**

Controller of Examinations

CONTROLLER OF EXAMINATIONS
New Horizon College of Engineering (Autonomous)
Ring Road, Kadubisanahalli, Bellandur Post,
Near Marathalli, Bengaluru - 560 103

principal

Principal
New Horizon College of Engineering
Ring Road, Bellandur Post,
Bangalore - 560 103