



Er.Perumal Manimekalai College of Engineering

Hosur - 635 117

(An Autonomous Institution)

OFFICE OF THE CONTROLLER OF EXAMINATIONS

INSTRUCTIONS TO CANDIDATES

1. Admission to the examination is provisional.
2. Candidates will not be permitted to enter the examination hall without their College Identity Card.
3. The Hall Ticket is issued subject to the candidate satisfying the attendance requirements and other conditions prescribed under the Rules, Regulations, and instructions issued by the College from time to time. If it is subsequently found that a candidate has failed to satisfy these requirements, the examinations written by the candidate shall be liable to cancellation.
4. A seat marked with the candidate's Register Number will be allotted to each candidate. Candidates shall occupy their allotted seats at least 10 minutes before the commencement of the examination. Under no circumstances shall a candidate be permitted to occupy a seat other than the one allotted to them.
5. Normally, candidates will not be permitted to enter the examination hall after the commencement of the examination. Under extraordinary circumstances, a candidate may be permitted to enter the hall within the first 30 minutes of the examination only with the prior written permission of the Principal/Chief Superintendent (CS). Under no circumstances shall a candidate be permitted to enter the examination hall after the expiry of the first 30 minutes.
6. Candidates shall not be permitted to leave the examination hall before the expiry of 45 minutes from the commencement of the examination. A candidate who leaves the examination hall during the period allotted for a paper shall not be permitted to re-enter the hall during that examination.
7. Candidates suffering from infectious diseases shall not be admitted to the examination hall, subject to applicable institutional rules and health requirements.
8. Strict silence shall be maintained in the examination hall throughout the examination.
9. Candidates shall bring their own pens, pencils, erasers, and other permitted stationery items. Only blue or black ink shall be used for writing answers.
10. Before answering the question paper, candidates shall enter their Register Number, semester, subject, and date of examination in the appropriate spaces provided on the first page of the answer book. These details shall not be written anywhere else in the answer book or on any additional sheets or attachments, such as drawing sheets or Smith charts, except in the spaces specifically provided for such details.

- 11.If a candidate writes their Register Number on any part of the answer book or answer sheets other than the space provided for that purpose, or makes any special mark or writes anything that may disclose the identity of the candidate or the college, the candidate shall be liable for disciplinary action.
- 12.Writing an incorrect Register Number in the answer book shall render the answer book liable to rejection.
- 13.Candidates shall not exceed the prescribed duration of the examination.
- 14.Candidates shall not talk to, communicate with, or ask questions of other candidates during the examination. Any clarification required shall be sought only from the Invigilator.
- 15.Candidates shall not bring any written or printed matter, loose papers, mobile phones, smart watches, pen drives, iPads, programmable calculators, or any unauthorized data sheets, tables, or electronic devices into the examination hall. Possession of any prohibited material or device shall render the candidate liable for disciplinary action in accordance with the applicable examination regulations.
- 16.No candidate shall pass or attempt to pass any part or the whole of an answer book or question paper to another candidate. Candidates shall neither allow others to copy from their answer books nor copy from the answer books of others. Candidates involved in such malpractice shall be liable for disciplinary action in accordance with the applicable examination regulations.
- 17.Candidates found guilty of using unfair means or committing any form of examination malpractice shall be liable for disciplinary action in accordance with the applicable examination regulations.
- 18.Candidates shall hand over their answer books to the Invigilator/Chief Superintendent before leaving the examination hall.
- 19.Candidates shall produce their Hall Tickets whenever demanded by the Invigilator, Chief Superintendent, Anna University Representative, or authorized Squad Members.
- 20.Candidates shall not write anything on the Hall Ticket.
- 21.Candidates shall write only their Register Number in the space provided for that purpose on the question paper. Any other unauthorized writing or marking on the question paper is prohibited and may attract disciplinary action under the applicable examination regulations.