MARIAN ENGINEERING COLLEGE, THIRUVANANTHAPURAM (AUTONOMOUS)

END-SEMESTER EXAMINATIONS

CANDIDATE QUICK GUIDE

BEFORE YOU ENTER

Hall Ticket + College ID + Uniform

Reach on time • Sit only in your allotted seat

1 | ENTRY & PERMITTED ITEMS

- Be seated at least 15 minutes before the examination. Entry is not permitted after 15 minutes from commencement.
- Bring only your Hall Ticket, College ID, approved stationery/drawing instruments and a non-programmable calculator where permitted.
- IS Codes, data books, tables or handbooks are allowed only when specifically authorized and must be free of handwritten notes, extra sheets or unauthorized markings.

2 | STRICTLY PROHIBITED

- Mobile phones, smart watches, tablets, laptops, programmable calculators and other electronic/wearable devices.
- Earphones, Bluetooth/headsets, cameras, storage or communication devices.
- Notes, bits of paper, manuscripts, unauthorized books/materials or any information-bearing item not permitted for the examination.

3 | INSIDE THE EXAMINATION HALL

- Maintain silence. Do not communicate, copy, exchange materials or seek/provide assistance.
- No leaving during the first 60 minutes. Once you leave, re-entry is not permitted.
- If leaving before the last 30 minutes, return the question paper to the Invigilator.
- Follow all instructions of examination officials. Report any discrepancy or difficulty immediately.

4 | ANSWER BOOKLET & BARCODE LABELS

- Check the booklet condition and page count. Complete only the particulars requested in the designated spaces.
- Do not write your Register Number, name, initials, College name or any identifying mark inside the answer booklet.
- Strike out unwanted answers; cancel every unused page/portion with diagonal cross lines. Do not tear, insert, replace or tamper with pages.
- Hand over the complete booklet to the Invigilator before leaving. Do not remove any examination material.

QR CODE LABELS — IMPORTANT The Invigilator alone affixes and verifies all labels: 3 on the answer booklet + 2 on the attendance sheet. Candidates must NOT affix, remove, exchange or tamper with any label. Report any discrepancy to the Invigilator.

5 | MALPRACTICE & ASSISTANCE

- Copying, unauthorized assistance/material, identity marks, disruption or refusal to follow lawful instructions may attract penalties.
- Cooperate with authorized officials in a suspected malpractice case.
- Scribe/compensatory-time facilities are available only with prior approval. Report emergencies to the Invigilator immediately.



Controller of Examinations