

Calcutta Institute of Technology (177)

Instructions for Examinees

1. **Reporting Time:**
 - Arrive at the examination venue at least 30 minutes before the scheduled start time.
 - Entry to the examination hall is strictly prohibited after the commencement of the examination. No further request will be granted.
2. **Belongings:**
 - **Keep your belongings at Room No. 113 College authority will not be responsible for any loss or damage.**
3. **Required Materials:**
 - Carry your Admit Card/Hall Ticket and valid ID proof.
 - Bring only the required stationery like pens, pencils, and erasers.
 - Use of calculators or other devices is permitted only if specified.
4. **Prohibited Items:**
 - **Mobile phones, smart watches, written notes, or any electronic gadgets are strictly prohibited inside the examination hall.**
 - Any unauthorized material found will be treated as malpractice.
5. **Exam Conduct:**
 - Maintain complete silence during the exam.
 - Follow all instructions given by the invigilator.
 - Any unfair practice will lead to disciplinary action or disqualification.
6. **Answer Sheet:**
 - Fill in all personal details correctly on the answer booklet.
 - Do not write anything in unauthorized areas.
7. **Time Management:**
 - Keep an eye on the time and plan accordingly.
 - No extra time will be granted under any circumstances.
8. **Submission:**
 - Stop writing as soon as the time is over.
 - Ensure your answer script is submitted before leaving the hall.
9. **Emergency:**
 - In case of any emergency, inform the invigilator immediately without creating disturbance.

By Order



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