

**K.L.N. COLLEGE OF ENGINEERING, POTTAPALAYAM – 630 612**  
**EXAM MANAGEMENT CELL**  
**B.E. / B. Tech DEGREE COURSES**

**INSTRUCTIONS TO THE STUDENTS**

- ❖ Students should occupy their seat in the respective halls five minutes before start of the examination.

**Test Timings**

- a. Class Test : 09.00 am to 09.50 am [1 Period]
- b. Centralized Internal Test : 09.10 am to 10.40 am [2 Periods]

- ❖ **Late coming of students shall not be encouraged for tests, however it is allowed till the first 10 minutes for CIT & 5 minutes for Class Test under unavoidable circumstances. Exam Invigilators will note the roll number and branch and year of study of the student coming late and will allow him/ her to write the test. The details of the student coming late will be sent to respective department HOD for further action.**
- ❖ Students should come with proper dress code and ID card.
- ❖ Strict silence should be maintained in the examination hall. Students are required to bring their own pens, pencils, and eraser. Students should use only blue or black ink while answering their papers.
- ❖ Before proceeding to answer the paper, the Students should write his/her roll number, semester, subject and date of the examination and other details at the appropriate space provided in the first page of the answer book.
- ❖ Students are not allowed to exceed the prescribed time assigned to each paper.
- ❖ Students shall not talk/ask questions of any kind during the examination.
- ❖ Students shall not take any written/printed matter, any paper material, cell phone, programmable calculator, any unauthorized data sheet/table into the examination hall and if found in possession of any such material in the examination hall during the examination hours, those candidates shall be liable for disciplinary action.
- ❖ Students found guilty of using unfair means of any nature shall be liable for disciplinary action. Students will have to hand over the answer books to the invigilator before leaving the examination hall.
- ❖ **Students shall be encouraged to remain in the hall for entire duration of test/exam and they are allowed to go out of the hall 10 minutes for CIT and 5 minutes for Class test before end of the exam.**