

ST BERCHMANS COLLEGE (AUTONOMOUS), CHANGANACHERRY

SECOND SEMESTER UG EXAMINATIONS JANUARY 2021

GUIDELINES FOR THE STUDENTS

1. Timing of all the examinations is from **10: 00 am to 01: 00 pm**. Students must **report at 09: 30 am** in the examination hall for thermal scanning.
2. Seating arrangement for the examination is available in the student portal.
3. Students writing examinations shall adhere to the COVID-19 protocol issued by the Government of Kerala.
4. In the context of the coronavirus pandemic, students are instructed to:
 - Ensure that face masks are worn
 - Undergo thermal scanning
 - Carry sanitizer and use it regularly
 - Use of hand gloves and face shields during examination is recommended.
5. Students having Covid-19 are not permitted to write the examination.
6. Gathering of the students outside the examination hall is illegal as per COVID-19 protocol.
7. Students are instructed to furnish the details related to their residence such as Panchayat/Municipality, Ward No. etc in the form provided at the Help desk.
8. The students belonging to the following categories shall write the examination in the separate hall provided for them.
 - Students found to have fever, high temperature, cough, difficulty in breathing or other ailments during thermal scanning
 - Students whose family members are undergoing quarantine
9. No student shall be admitted to the examination hall after 30 minutes of commencement of the examination.
10. Students are instructed to bring their hall tickets issued by the college/college identity card.
11. **Things to be avoided:**
 - Exchange any of your belongings with others (pen/pencil, calculator etc)
 - The students are prohibited from keeping in their possession in the examination hall any blank paper, notes, scribbles, chits, books, mobile phone, pager, programmable calculator, electronic communication device etc. The violation of this instruction shall attract suitable punitive action.
12. The students shall behave properly before, during and after the examination to maintain the conducive atmosphere at the examination centre.
13. The students found guilty of misbehaviour or using or attempting to use unfair means shall be liable to suitable punitive action.
14. Students shall disperse and leave the campus immediately after the examination.

Controller of Examinations