

### Important Instructions for Candidate Appearing in End Semester Examination (Nov. 2017)

1. Candidates can view status of their examination regular/reappear form (received or not received) and their date sheet (as applicable) in their student login (academics.gndec.ac.in) for end semester examinations (Nov. 2017).
2. Candidates can view their examination center details on institute website (gndec.ac.in) as well as their respective student logins (academics.gndec.ac.in) on 28/11/2017.
3. No admit card for end semester examination (Nov. 2017) will be issued after 28/11/2017.
4. Candidates must carry admit card duly signed by respective HODs (ensure it has also been stamped).
5. Candidates are required to carry their College ID Cards in the examination centers.
6. Candidates must be seated in the examination centre at least 15 minutes before the start of the examination.
7. Entry in the examination centre for candidates will start at 9.00 am for morning session and 1.15 pm for evening session.
8. No candidate will be allowed to enter in the examination centre after 30 minutes of the start of the examination.
9. Answer should be attempted section wise.
10. Candidate must mark their attendance in the relevant column on the attendance sheet.
11. Candidate must all the fields on the first page of answer sheet where it is mentioned 'For Candidate Only' The sample data is provided here:

<b>Examination Month and Year:</b>		November - 2017	
<b>Program / Course:</b>		B.Tech./M.Tech./MBA/MCA (as applicable)	
<b>Branch:</b>		Information Technology (do not write abbreviation)	
<b>Subject Name:</b>	Engineering Mathematics (do not write abbreviation)	<b>Semester:</b>	1 (as applicable)
<b>Subject Code:</b>	BTAM-101 (as per your admit card)	<b>Paper ID:</b>	A1112 (as per your admit card)
<b>Regular/Reapper:</b>	Regular (as applicable)	<b>Centre No.:</b>	C1 (as per centre)
<b>Session (Morning/Evening) :</b>	Morning (as applicable)	<b>Room No.:</b>	G12 (as applicable)
<b>Name:</b>	Raman Singh	<b>Univ. Rol No.: (in figures)</b>	14325
<b>Univ. Roll No. (in words):</b>		ONE FOUR THREE TWO FIVE	

12. Candidate must check physically the answer booklet before writing anything on it. Number of pages in the answer booklet are 32. No supplementary answer booklet / continuation sheet will be provided.
13. Candidate should strictly follow the instructions / note in the question paper.

14. Any missing data on question paper may be assumed appropriately.
15. Write answers on both sides of the answer booklet except on the back and front side of the title page. Don't leave any blank page/s in between the answers.
16. Candidate must write appropriate Question No. on the left hand margin of the page.
17. Candidate should not possess any objectionable written / printed material.
18. Candidate should not put his/her Roll No. / Name / Phone No. / Identification mark / Appeal etc. at any place inside the answer booklet.
19. Candidate should not carry mobile phone (s) / any other objectionable gadgets (even in switched off condition) in the examination centre.
20. Candidate will be considered for Unfair Means Cases (UMC) if he/she indulges in any unfair activity mentioned hereby and UMC regulations of College.
21. **Candidate will be held responsible if the 'space below cancelled stamp' is missing / double stamping or stamp is not at the exact place i.e. at the end of the written matter on the answer sheet.**
22. Anything written after 'stamp below cancelled' cannot be claimed for evaluation.
23. Candidate is not allowed to leave the room in allotted center before half time.
24. Candidate will not be allowed to take the question paper outside before 2.30 hours of start of exam.
25. Candidate must cross the blank pages of answer booklet.
26. Use only black/blue pen for writing the exam.
27. Candidates are advised to keep visiting institute website ([gndec.ac.in](http://gndec.ac.in)) and their student logins ([academics.gndec.ac.in](http://academics.gndec.ac.in)) regularly for updates.
28. **In case of double stamping of “Space Below Cancelled” stamp the student must ask the invigilator to cancel out and counter sign the extra stamp.**

Controller of Examinations