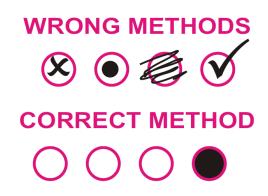
EXAMINATION OFFICE

<u>Instructions to the STUDENTS for writing the MCQ Exams,</u> using OMR sheets, scheduled from 11/05/23 to 13/05/23

- 1. The Exam is for 1 hour, MCQ's type and using OMR sheets.
- 2. Occupy the seats, as per the seating arrangement displayed near entrance, at least 15 minutes before the commencement of the EXAMS to avoid any errors happening in last moment.
- 3. The QP's will have Series A and Series B.
- 4. Follow the instructions given below for Proper Scanning and evaluation of OMR sheets:
 - a. Use Blue/Black INK ball pen only for Filling the Circles and entering the details,
 - b. Fill the circles for USN, Subject Code and the Series(A or B properly),
 - c. Write Name, Date, semester and any other details relevant to student correctly
 - d. Affix the **SIGNATURE** and check all the filled details.
 - e. Fill the circles properly for the answers and for other details where you have to fill

See following Image for Proper Filling of Circles:



- f. Write **TEMPORARY USN** only (Without "**-T**") for filling the details in EXAMS.
- 5. For any query clarify from the invigilators before marking anything.
- 6. NO extra/new OMR sheet will be provided for errors incurred by the students.
- 7. DO NOT USE WHITENER, PEN ERASER or ANY OTHER WAYS for CHANGING the ANSWERS or any other details. The OMR SHEET with such attempts WILL NOT BE EVALUATED.