



## **Bhavan's Vivekananda College**

**of Science, Humanities & Commerce**

Re-Accredited with 'A' grade by NAAC

Autonomous College – Affiliated to Osmania University

Sainikpuri, Secunderabad - 500094,

Ph.: 040-27111611, 27115878.

[www.bhavansvc.ac.in](http://www.bhavansvc.ac.in)

### **Instructions to students for the UG II, IV and VI CIA 1 Examinations**

**All the students are advised to strictly adhere to the following instructions**

#### **Before the Exam**

- Check your exam time table carefully, which is uploaded in the college website recently. Make sure you check your seating plan (block and room allotment for the exam) and be seated accordingly.
- Please carry your Identity card without fail during the examinations and produce the same for verification, if required.
- Carry the required stationery for the exam (Pens, Pencils, Calculator etc..)
- Be Punctual. Late entry permitted only till the first 10 minutes. (in case of unavoidable situations or emergencies only).
- Students are expected to report at the campus at least 30 minutes before the examination.
- Students are strictly not permitted to carry any type of electronic gadget into the examination hall.
- Students are not allowed to stand outside the examination hall after the first bell.
- Students should ensure that they are not carrying material such as books, handouts, papers, scribbling notes etc. into the examination hall. Any such material found during the examination would be constructed as a deliberate attempt to use unfair means and would be booked under malpractice.
- Only two gates are open during the examinations.
  - i) Gate I (Main Gate) for pedestrians.
  - ii) Gate II (MBA Gate) for students coming on vehicles.

*Ramana*  
27/11/23

**Controller of Examinations**  
**Bhavan's Vivekananda College**  
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**Sainikpuri, Secunderabad**

### **In the Exam Hall**

- Please occupy your seat at the allotted place in the examination hall atleast 10 minutes before the commencement of the examination.
- Keep your hall ticket and ID card on the desk for the verification of the invigilator.
- Students are not allowed to borrow calculators, or any other materials from other students.
- Students are not permitted to leave the examination hall in the first half an hour.

### **On the completion of the Examination.**

- Handover your answer sheet to the invigilator(s)
- Students are advised to leave the examination premises as soon as the examination is over.

**Best wishes to all the students**

*Ramana*  
27/11/23

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*VRA*  
27/11/23

Principal

PRINCIPAL  
BHAVAN'S VIVEKANANDA COLLEGE  
OF SCIENCE, HUMANITIES & COMMERCE  
Sainikpuri-500084,  
Medchal District, Telangana State