



ST ALOYSIUS
(DEEMED TO BE UNIVERSITY)
MANGALURU 575003 - INDIA
Category-1 University by UGC

The Office of Controller of Examinations
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INSTRUCTIONS TO STUDENTS (DESCRIPTIVE AND CBT EXAMINATION)

END SEMESTER EXAMINATION (UG/PG) – OCTOBER/NOVEMBER 2026

Students are hereby advised to take the End Semester Examinations with utmost seriousness, as they form a vital component of the continuous assessment process. Although the End Semester Examination contributes a maximum of 30/60 marks towards the overall 50/100 marks for the course, students must secure a minimum of 20 out of 50 marks (40%)/ 40 out of 100 marks (40%) in the Examinations to qualify. Students with 6 backlogs will not be promoted to the second year, while those with 10 backlogs will not be promoted to the third year.

IMPORTANT INSTRUCTIONS TO CANDIDATES

1. Candidates should preferably use a black ink pen to write in the answer booklet.
2. Candidates must be seated in their allotted seats by:
 - **9:10 AM IST** – Forenoon Session
 - **1:10 PM IST** – Afternoon Session
3. Loitering in or around the examination hall after the examination bell is strictly prohibited.
4. Late entry will not be permitted after:
 - 9:30 AM IST – Forenoon Session
 - 1:30 PM IST – Afternoon Session
5. Verify that you have received the correct question paper. Report any discrepancy to the Room Invigilator within five (5) minutes of the distribution of the question paper.
6. Mobile phones are strictly prohibited inside the examination hall, whether switched ON or switched OFF. Possession of a mobile phone inside the examination hall will be treated as malpractice.
7. Do not exchange or pass stationery or any other materials to fellow candidates during the examination.

8. The use or possession of digital/electronic gadgets such as USB devices, smart watches, programmable calculators, electronic armbands, programmable watches, digital spectacles, electronic pens, or similar devices is strictly prohibited.
 - Only simple and non-programmable scientific calculators, wherever permitted, may be used.
9. The use of correction fluid, correction tape, or electronic pens is strictly prohibited.
10. Candidates shall not carry any unauthorized material or substance into the examination hall other than the items specifically permitted.
11. No eatables or beverages are allowed inside the examination hall. Only transparent water bottles are permitted.
12. Candidates must carry their Hall Ticket/Admit Card to the examination hall.
 - In case of loss, a duplicate Hall Ticket/Admit Card may be obtained from the respective office counters Block-Wise. The duplicate Hall Ticket will be valid only for that day's examination.
 - Candidates must remain seated in the examination hall for a duration of at least 60 minutes (one hour) during the examination. Leaving the examination hall before the prescribed time of one hour of the examination is not permitted.
12. Utilize the entire examination duration effectively and manage your time wisely.
13. Bags, books, notebooks, printed materials, and other personal belongings must be kept outside the examination hall in the designated area.
14. Candidates are advised not to leave valuables in their bags. The University will not be responsible for any loss, theft, or damage.
15. Malpractice is viewed seriously and includes, but is not limited to:
 - Writing, scribbling, or making any unauthorized marks on the question paper.
 - Possessing or using unauthorized materials, notes, books, electronic devices, or other prohibited aids.
 - Talking, gesturing, communicating, or turning towards fellow students during the examination.
 - Copying, attempting to copy, or assisting another student in any form of unfair means.
 - Any other act of unfair, dishonest, or improper conduct during the examination.
16. Personally hand over your answer booklet to the Invigilator before leaving the examination hall.
17. Read and comply with all the instructions printed on the Hall Ticket/Admit Card.
18. Report any writing, markings, or scribbling found on the examination desk before the commencement of the examination. Failure to report the same may be treated as malpractice.

19. Write all answers only in the answer booklet provided. No additional answer booklets will be issued.
20. Personally hand over your answer booklet to the invigilator.

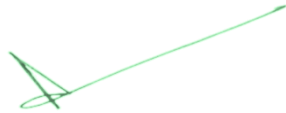
COMPUTER-BASED TEST (CBT) EXAMINATIONS

1. Students must report to the allotted Computer Laboratory at least 20 minutes before the commencement of the examination.
2. No student will be permitted to enter the examination laboratory once the examination has commenced. Late entry will not be allowed under any circumstances.
3. The CBT Examination will be conducted in the designated IT Computer Laboratories, including:
 - IT Computer Labs
 - Joseph Willy Lab
 - Maffei Block Computer Lab
 - Administration Block Computer Lab
4. The duration of the examination will be 60 minutes (1 Hour) to 120 minutes (2 Hours) or as specified in the examination timetable.
5. Candidates must remain in the laboratory for the entire duration of the examination. Leaving the laboratory before the completion of the examination is strictly prohibited.
6. Students shall use only the computer system allotted to them and shall not attempt to change systems without the permission of the Invigilator.
7. The examination consists of 60 Multiple Choice Questions (MCQs) carrying 1 mark each, unless otherwise specified.
8. Students must carry only their College Identity Card and a blue or black ballpoint pen.
9. Mobile phones, smart watches, earphones, programmable calculators (unless specifically permitted), and all other electronic gadgets are strictly prohibited inside the examination laboratory.
10. Bags, books, notebooks, study materials, and other personal belongings must be kept only at the designated place outside the laboratory.
11. Calculators are permitted only for Employability Skills examinations, where specifically allowed.
12. Students are advised to verify the examination timetable, laboratory allocation, and course details well in advance and report to the correct examination venue.
13. Any technical issue during the examination must be reported immediately to the Invigilator. Students shall not attempt to rectify the problem on their own.

14. Students shall maintain complete silence and discipline throughout the examination. Any act of malpractice or misconduct will be dealt with as per the University's Examination Regulations.

“Examinations test your preparation; integrity defines your character.”

Dated: 08.10.2026



Controller of Examinations