

INSTRUCTIONS TO CANDIDATES

1. Candidate should occupy the correct seat and write correct seat number and other details in the space provided for the purpose on the answer-book. If they occupy wrong seats and write wrong seat number, the marks assigned to such answer-book will not be transferred to their correct seat number.
2. Candidates, who are not in their seats by the time notified, will not as a rule, be permitted to appear for the examination. The Superintendent of Examination may, however, at her discretion admit those, who give her a satisfactory reason for the same.
3. Candidates should ensure that all answer-book including supplementary answer-book supplied to them bear the signature of the Junior Supervisor seal of the College and Date of Examination on the answer-book without these particulars will not be examined.
4. Each answer-book contains Twenty Eight Pages. Check Whether the relevant answer-book supplied contains Twenty Eight and whether the pages are properly numbered.
5. Each section shall be answered in separate answer-book, if so instructed. Examiners do not undertake to examine answers written in wrong sections. Tie together all answer-book relating to the same paper or section and enter on the first page of the answer-book the total number of answer-book tied together.
6. Begin answer to each question on a new page. For each answer write the corresponding question number in the margin.
7. Do not write anything in the column provided for marks to be assigned by the examiner.
8. Candidates will not be permitted to leave the examination hall until half an hour after the question papers are distributed.
9. Every candidate present must sign against her seat number on the attendance sheet provided by the Junior Supervisor.
10. Candidates are forbidden to (i) bring any books, notes, scribbling papers, Pagers, Mobile Telephones or any other similar devices & smoking in the examination hall. (ii) speak or communicate in any manner to any other candidate, while the examination is in progress, and (iii) take with them any answer-book written or blank while leaving the examination hall the supervisors/authorised persons are authorised to check the students.
11. Candidates are suspected to be guilty of any of the aforesaid acts will be allowed to write their paper only after giving an undertaking in writing that the decision of the University in respect of the reported act of unfair means is binding on them.
12. Any method to bribe the examiner/s by attaching currency notes or letter is strictly prohibited and will result in serious action being taken by the University.
13. Candidates should write their answers legibly. They are warned that zero marks will be assigned to answers which cannot be assessed by the examiners owing to illegible handwriting.
14. Write on both side of a page. Rough work, when necessary, should done on the Left-hand-side and pencil only.
15. Candidates should not write their names in any part of the answer-book will be treated as attempts to reveal identity in any form in the answer written by them. Writing name, or putting signature is revelation of Identity. Use of religious invocation or any writing that is not relevant to the answers anywhere in the answer-book will be treated as attempts reveal identity.
16. Seat Number should not be written at any place in the answer-book except at the space provided for the same.
17. While underlining of answers for focusing attention is permitted, use of varied inks, except for illustrations and figures must be avoided DO NOT Use any symbol like encircling the question or using colour arrows for P.T.O., These will all be considered as attempts to readily identify the specific answer-book.
18. No sheet shall be torn from the answer-books provided nor shall additional papers attached to them.
19. The answer-book will be scrutinised before they are sent to examiners. If the university authorities are convinced that any candidate as attempted to reveal her identity by any means, the answer-book may NOT be sent to the examiner for evaluation and the candidate's case will be dealt with as per the provisions of university ordinance 5050.
20. Candidate's are requested to go through the provisions of the Maharashtra Act. No. XXXXI of 1982. i.e. and Act to provide for preventing malpractice at university board and other specified examinations, published in the Maharashtra Government Gazette, Dated 14th October 1982. Every offence under this Act is her Cognizable and non-bailable offence.
21. All answer-book supplied shall be returned written or blank.
22. Nothing shall be written on th question-paper.
23. Exchange of writing material, Stencils, Mathematical Interments, etc. is Strictly prohibited.
24. If candidate's want anything. They should approach the junior supervisor without disturbing other candidates, However, They should not leave there seats on any account.
25. A warning bell will be given 10 minutes before the close of the examination. Candidate's will not be allowed to leave their examination hall during the last 10 minutes at the final bell, they must stop writing and the ready to hand over their answer-books to the junior supervisor.
They should not leave their seat until answer-book from all candidate's are collected by the junior supervisor.
26. A candidate who disobeys any instructions issued by superintendent of Examinations / Junior supervisor or who is guilty of rude or disobedient behavior is liable for disciplinary action to be taken against her by the university.

IT IS PRESUMED THAT CANDIDATE HAS READ ALL THE ABOVE INSTRUCTIONS.