

MBS COLLEGE

Sector – 9, PSP Area, Dwarka, New Delhi – 110077

Affiliated to GGSIP University and Approved by COA & AICTE

To

All the Students of B.Arch., BBA & BCA

IMPORTANT INSTRUCTIONS TO THE STUDENTS FOR END SEMESTER EXAMINATION -2025-26

1. **Admit Card & Identity**

Students must carry their **Admit Card** along with a valid **College ID Card**. Entry without these documents will not be permitted.

2. **Reporting Time**

Students are required to report at the examination centre **at least 45 minutes before** the commencement of the examination. Late entry will not be allowed. Entry of students to the examination center will be closed **15 minutes** prior to the commencement of the exam.

3. **Examination Materials**

Students should carry their own required stationery items such as pens, pencils, etc. Sharing of any material is strictly prohibited.

4. **Prohibited Items**

Mobile phones, smart watches, or any electronic gadgets are strictly prohibited inside the examination hall. Violation will lead to disciplinary action.

5. **Conduct During Examination**

Students must maintain silence and discipline in the examination hall and follow all instructions given by the invigilators.

6. **Unfair Means (UFM)**

Carrying any prohibited material or items into the Examination Hall will result in the case being classified as unfair means. Any student found using unfair means will be dealt with strictly as per university rules.

7. **Submission of Answer Sheet**

Students must submit their answer sheets to the invigilator before leaving the examination hall. Leaving the Examination hall will not be permitted before completing hall of the total examination duration.

8. **General Instructions**

Students are advised to regularly check official notices for any updates related to examinations.

9. Do not leave any blank pages between answers in the answer booklet.

10. Students are hereby informed that only BLUE or BLACK ink pens are permitted for writing in the Answer Booklets. The use of any other ink or pen will be treated as Unfair Means.

Best of Luck!

DIRECTOR

