



# P E S College of Engineering, Mandya - 571 401,

(An Autonomous Institution, Affiliated to VTU, Belagavi, Karnataka, India)

(Aided by the Government of Karnataka, Accredited by NBA & NAAC)

Ref: PESCE/AUT/COE/2025-26/32

Date: 30-12-2025

## CIRCULAR

Sub.: Instructions to Students Appearing for Semester End Examination – Reg.

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All the students appearing for the **Semester End Examination (SEE)** are hereby informed to **strictly follow the instructions given below** during the examination. These instructions are issued in accordance with the **VTU Examination Manual** and the **Autonomous Examination Regulations** of the institution. Non-compliance with any of the instructions will be viewed seriously.

1. Students shall enter the examination hall **at least 10 minutes before** the commencement of the examination. **No student shall be permitted to leave the examination hall for washroom purposes during the examination under any circumstances.**
2. Students shall **appear for the examination with a College ID card and Hall Ticket.** Students who fail to produce the above **will not be permitted to write the examination.**
3. Students shall **enter the USN, Course Code, Course Name, and other relevant details** clearly and correctly in the space provided on the **front page of the answer booklet.**
4. Students are hereby instructed to carefully read the **"Instructions to Candidates"** mentioned on Page-2 of the answer booklet prior to the commencement of the examination.
5. Students shall **not write their name, USN, or affix any identifying mark** anywhere inside the answer booklet, except in the space provided on the cover page.
6. Answers shall be written **only in blue ink** (Ball Pen or Ink Pen). In case of any change in ink, the same must be **attested by the Room Superintendent** on the facing sheet at the top of the answer script. **Use of pencil is not permitted**, except for drawing diagrams, graphs, or figures.
7. Students must write answers **neatly and legibly.**
8. Each answer shall be **started on a fresh page** and the corresponding **question number must be clearly indicated within the margin of the page.**
9. All diagrams, sketches, and figures shall be **drawn neatly and properly labelled.** Pencil may be used only for diagrams.
10. **Tearing, removing, inserting, or replacing any page** of the answer booklet is **strictly prohibited** and will be treated as a case of **malpractice.**
11. Rough work, if any, shall be done **only in the space provided** in the answer booklet and must be **clearly struck off** before submission.
12. Use of **eraser, correcting fluid, blade, or overwriting** is **not permitted.** Any correction shall be neatly struck off and rewritten.
13. **Mobile phones, smart watches, programmable calculators (unless permitted), or any electronic gadgets** are **strictly prohibited** inside the examination hall.
14. Students are **not allowed to leave the examination hall during the first 30 minutes and the last 10 minutes** of the examination.
15. Students shall **hand over the answer booklet to the invigilator** before leaving the examination hall and ensure that it is properly received.
16. Any form of **malpractice, misconduct, or indiscipline** during the examination will be dealt with **as per VTU Examination Manual and Autonomous Examination Regulations.**

All the students are instructed to **read the above instructions carefully and adhere to the same** for the smooth and fair conduct of the Semester End Examination.

*Umesh D.R.*  
**Dr. UMESH D.R.**

Controller of Examinations  
P.E.S. College of Engineering

Copy to:  
(An Autonomous Institution under VTU, Belagavi, Karnataka)

*Vinay S.*  
**Dr. VINAY S.**

Vice Principal

P.E.S College of Engineering  
Mandya.

*Vinod K.*  
**Principal**

P.E.S. College of Engineering  
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