

o. / GIST/ICARE/HALDIA Global Institute Of Science & Technology
(A Unit of ICARE)

Dated : 02/01/2024

(Administrative Department)

CIRCULAR

All the HOD's are hereby requested to circulate the following instructions amongst the students for 1st, 3rd & 5th semester (New Syllabus) diploma examinations January, 2024 of WEST BENGAL STATE COUNCIL OF TECHNICAL & VOCATIONAL EDUCATION AND SKILL DEVELOPMENT for the Theory Examination scheduled to be held on & from 03.01.2024 to 16.01.2024.

Instructions to the Students

- Duration of the examination will be **2.5 hours**.
- Students are hereby informed to report at least **10 minutes before** of the commencement of the examination.
- Students will not be allowed in the examination hall without **Admit Card**.
- Students will not be allowed in the examination hall without **Proper Uniform**.
- Forthcoming odd semester external theoretical examinations [January 2024] will be held in the classes which have **CCTV installed**.
- No student will be allowed to seat for examination if he/she appears **15 (fifteen) minutes** after the start of examination.
- No student will be allowed to use **Mobile phone** inside the examination hall/ toilet/corridor of the examination centre.
- No bag/books will be allowed in the main exam venue.
- Students are hereby asked to check the Answer Script whether the **Council's logo, signature stamp of the centre-in-charge, invigilator's signature and sequence no.** of the Answer Scripts are properly printed on the top page or not. Don't write any answer script without these.
- Students are informed to write examination **Roll & Registration Number, Paper Name and Date** properly in the answer script.
- No student will be allowed to use **Steam Table, Logarithm Table and any other supporting documents** without attestation by the respective HOD's.
- Students are not allowed to **Exchange of instruments or any other articles, stationeries in between them** within the examination hall.
- No student will be allowed to leave the examination hall for whatever purpose without submitting the answer script.
- If any candidate wishes to leave examination hall, he/ she will have to submit the answer script. Such candidate will not be allowed to **re-join the examination**.
- No student will be allowed to **copying** from others and doing any **malpractice/ misconduct/ unfair means**.

Ref. No. GIST/ICARE/H. Dt. 02/01/2024

Copy forwarded for information and necessary action to

- The Registrar
- The Officer-In-Charge
- Dept-in-Charge of EE, CST, ME, CE and BASIC SC. & HU- Dept. with a request to circulate amongst the invigilators
- The Controller of Examinations
- Office File

(Dr. Bikramjit Chaudhury)

Principal

DR. B. CHAUDHURY
Principal, GIST
Haldia

(Dr. Bikramjit Chaudhury)

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