• Carry your institute identity card to the examination hall.
• Report to the examination hall at least 10 minutes before the start of the examination.
• Do not carry any unauthorised material to the examination hall.
• Students are not permitted to carry mobile phones or any other electronic gadget (except except for special body aids, such as hearing aid etc. or calculator, as allowed by the Instructor In-charge) inside the examination hall. If by mistake you bring any electronic gadget (including mobile phone) to the examination hall it must be placed in switched off mode in the front of the examination hall, at your own risk. If you are found in possession of any unauthorised electronic gadget (including mobile phone) during the examination, it will amount to using unfair means and disciplinary action, as decided by the Instructor In-charge and or SSAC, may be initiated against you.
• During examinations, adoption of unfair means; communicating with and/or disturbing fellow students; unbecoming conduct and similar other undesirable activities shall constitute violation of the Code of Conduct of students.
• Violation of the Code of Conduct by any student shall invite disciplinary action and may merit punishment, such as being debarred from examination, withholding of grades, withholding of degree, cancellation of registration and even dismissal from the Institute.
• Do not indulge in adopting unfair means while using toilets. If you are found using unfair means while using toilets LHC staff may report the matter to concerned Instructor In-charge.
• The Instructor-in-Charge of a course shall have the power to debar a student from the examination in which the student is detected to be using unfair means or involved in any other misconduct. Instructor in-charge may award F grade and/or refer cases of such students to SSAC for disciplinary action.
• Physically Challenged student, on request, may be provided extra time (up to one third of the total duration of the examination) to write the examination.