



**Bhavan's Vivekananda College  
of Science, Humanities & Commerce**

Reaccredited with 'A' grade by NAAC  
Autonomous College – Affiliated to Osmania University  
Sainikpuri, Secunderabad - 500094,  
Ph.: 040-27111611, 27115878.  
[www.bhavansvc.ac.in](http://www.bhavansvc.ac.in)

**Instructions to students**

**All the students are advised to strictly adhere to the following instructions**

**Before the Exam**

- Check your exam time table carefully. Make sure you check your seating plan (block and room allotment for the exam) and be seated accordingly.
- Please carry your Hall ticket and Identity card without fail during the examinations and produce the same for verification, if required.
- Carry the required stationery for the exam (Pens, Pencils, Calculator etc.,)
- **The reporting time for students in the morning session is 9.00am. Students will be allowed into the examination hall from 9.00am to 9.15am. No student is allowed into the examination hall after 9.15am.**
- **The reporting time for students in the afternoon session is 1.30pm. Students will be allowed into the examination hall from 1.30pm to 1.45pm. No student is allowed into the examination hall after 1.45pm**
- Students are expected to report at the campus at least 30 minutes before the examination.
- Students are strictly not permitted to carry any type of electronic gadgets like mobile phones, smart watches etc., into the examination hall.
- Students are not allowed to stand outside the examination hall after the first bell.
- Students should ensure that they are not carrying material such as books, handouts, papers, scribbling notes etc. into the examination hall. Any such material found during the examination would be constructed as a deliberate attempt to use unfair means and would be booked under malpractice.
- Only two gates are open during the examinations.

*Ramana*  
24/10/23  
Controller of Examinations  
Bhavan's Vivekananda College  
of Science, Humanities & Commerce  
Autonomous, Accredited with 'A' Grade by NAAC,  
Sainikpuri, Secunderabad

*URV*  
24/10/23  
Dr. GSVRK CHIDAMBARAM  
Bhavan's Vivekananda College  
of Science, Humanities & Commerce  
Sainikpuri, Secunderabad  
Telangana State.

- i) Gate I (Main Gate) for pedestrians.
- ii) Gate II (MBA Gate) for students coming on vehicles.

**In the Exam Hall**

- Please occupy your seat at the allotted place in the examination hall atleast 10 minutes before the commencement of the examination.
- Keep your ID card on the desk for the verification of the invigilator.
- Students are not allowed to borrow calculators, or any other materials from other students.
- Students can leave the examination hall after 30 minutes of the commencement of the examination; however they should hand over both the question paper and answer script to the invigilator. If the student leave the examination hall after 2 hours he should hand over the answer script and can carry the question paper with them.

**On the completion of the Examination.**

- Handover your answer sheet to the invigilator(s)
- Students are advised to leave the examination premises as soon as the examination is over.

**Note: Do not indulge in any copying or malpractice**

**Best wishes to all the students**

*Ramana*  
26/10/23

Controller of Examinations

**Controller of Examinations**  
**Bhavan's Vivekananda College**  
of Science, Humanities & Commerce  
Autonomous, Accredited with 'A' Grade by NAAC,  
Sainikpuri, Secunderabad

*URV*  
26/10/23

Principal

**Dr. GSVRK CHOUDARY**  
PRINCIPAL  
**HAVAN'S VIVEKANANDA COLLEGE**  
**SCIENCE, HUMANITIES & COMMERCE**  
Sainikpuri-500094.  
Medchal District, Telangana State.