

**Instructions to Candidates**  
**Mid Semester Examinations – March 2026**

- Report to the Examination Hall as per the time mentioned in the hall ticket. (15 minutes before the commencement of the examinations) You may download your hall ticket from your KP login before the first day of the examination.
- **You will not be permitted to enter the examination hall after the reporting time for any reason.**
- It is mandatory to bring the University Student Identity Card and the hall ticket with a hologram for all examinations. The university hologram will be affixed to your hall ticket on the first day of the examination.
- If you fail to bring your student identity card or hall ticket, a temporary identity card or duplicate hall ticket with a hologram can be obtained from the Office of Examination upon payment of the prescribed fee.
- Please do not write your register number in any sheet in the answer booklet, failing which you will be booked for malpractice.
- Question papers will be distributed 10 minutes before the commencement of the examination for reading and preparation. Ensure the programme name, course name, course code and syllabus year are correct. If you require any clarification on the questions, inform the invigilator within 30 minutes of receiving the question paper.
- For Courses without a date and time mentioned on the hall ticket, the examination will be conducted at the department level. Please contact your department or the relevant faculty member in charge for further details.
- You are permitted to leave the Examination Hall after submitting your answer booklet to the invigilator, **except during the first 45 minutes and the last 15 minutes of the examination.**
- Do not write on the question paper, hall ticket, desk or any part of your body. Violation of this will be treated as malpractice.
- Students must not sleep or rest their heads on the desk during the examination.
- Possession of Smartphones, Smartwatches, Programmable calculators, non-transparent pouches, and any other electronic gadgets is strictly prohibited. If confiscated these items will only be **returned after your graduation.**
- Do not possess any material related to the examination unless it is explicitly approved by the Office of Examinations.

- Do not communicate with other candidates by word, sign or gesture.
- Do not allow your answer scripts to be seen by other students.
- **Suppose you are found indulging in any form of Malpractice by the Invigilator or the squad. In that case, you may be deemed to have failed that examination or all the examinations or be subject to any other disciplinary action as deemed appropriate by the Coordinator of Examinations.**
- Restroom breaks are not allowed during the examination.
- The university's dress code remains the same on examination days, and no exceptions are permitted, except for wearing a tie.

Wishing you the very best!

**Office of Examinations  
CHRIST (Deemed to be University)  
Delhi NCR Campus - 201003**