



ST. JOSEPH'S DEGREE & PG COLLEGE

(Autonomous), Affiliated to Osmania University
Re-accredited by NAAC (3rd Cycle) with B⁺⁺ Grade
King Koti Road, Hyderabad

REF: SJC/68/09/02/2026/516

Date: 09/02/2026

NOTICE TO MBA SEMESTER IV STUDENTS (IMPORTANT INSTRUCTIONS FOR INTERNAL EXAMINATIONS)

1. Reporting Time (Strict Compliance Required)

- **Afternoon Session:** Students must be seated in the examination hall by **12:45 PM**.
- Entrance checking will begin at **12:30 PM** (afternoon).
- **No student will be permitted after the scheduled reporting time.**
- **Note: Gates will be closed at 12.40pm for the afternoon session. Late entry will not be entertained under any circumstances.**

2. Permitted Items

- Students must carry only **essential stationery** (pen, pencil, etc.) and a **college ID card**.
- Carrying any **unauthorised or forbidden material** will invite strict disciplinary action, as **per the examination rules**.

3. Malpractice

- **Any student caught in malpractice will be debarred from writing the concerned paper and remaining papers, and already written papers will not be evaluated**
- Writing anything on the question paper **except the roll number** will be treated as malpractice.

4. General Instructions

- Students must come in **formal dress**.
- **No re-examination** will be conducted for absentees or missed examinations.
- Kindly go through the internal examination instructions carefully and adhere to them.


Prof. R. Anita
Controller of Examinations


Fr. Anthony Sagayaraja
Principal