



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/68/02/03/2026/549

Date: 02/03/2026

NOTICE TO ALL UG STUDENTS (IMPORTANT INSTRUCTIONS FOR INTERNAL EXAMINATIONS)

1. Reporting Time (Strict Compliance Required)

- **Morning Session:** Students must be seated in the examination hall by **8:45 AM**.
- **Afternoon Session:** Students must be seated in the examination hall by **12:45 PM**.
- Entrance checking will begin at **8:30 AM** (morning) and **12:30 PM** (afternoon).
- No student will be permitted after the scheduled reporting time.
- **Note: Gates will be closed at 8:40 AM sharp for the morning session and 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 examination rules (**will be treated as malpractice**)

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

- It is the responsibility of the candidate to verify the correctness of the question paper issued by the invigilator. Writing an incorrect question paper will lead to the cancellation of results.
- 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. Anifa
Controller of Examinations

Fr. Anthony Sagayaraja
Principal