



GALGOTIAS UNIVERSITY

Instructions to Students – End Term Examination of Regular Batches & Debarred Students for Even Semester – June July 2026

1. ETE (Regular Batches) & ETE (Debarred Students) – Even Semester, June July 2026 will be conducted offline at Galgotias University campus.
2. Students are advised to carry both Hall ticket and University Identity Card in Original (**No color photostat allowed**) failing which they will not be allowed to appear in examination. **Students shall not be allowed to appear in examination on Photocopy of GU-ID.**
3. Students must enter the examination hall 15 minutes before the commencement of the examination. **All doors will be closed sharp at 9:30 am (Shift 1) and 01:30 pm (Shift 2), during the examination.** Latecomers may be allowed to be subject to a **maximum by 30 minutes from the commencement of examination on exceptional grounds on written permission of CS / CoE / In-charge Flying Squad only.**
4. **STUDENTS WILL NOT BE ALLOWED TO CARRY MOBILE PHONE/ELECTRONIC DEVICE INSIDE EXAMINATION ROOM UNDER ANY CONDITION WHATSOEVER. THEREFORE, STUDENTS ARE ADVISED NOT TO CARRY MOBILE PHONES INSIDE THE CAMPUS DURING THE EXAMINATION.**
5. **Bags/books/Written-Notes/Smart Watches/Electronic devices or any type of Programmable Calculators shall not be allowed in the campus. The University shall not be responsible for any type of losses/breakages etc.**
6. **Students are instructed to fill the OMR. Answer Scripts without filled OMR bubbles will be treated as null and void. Use blue/black pen only to fill the bubbles in the OMR Grid. Fill all the details such as course code, Enrolment number as per the admit card on the answer sheet.**
7. Students are advised to read and follow instructions printed on the answer booklet and check the answer booklet for number of pages and for its condition before writing.
8. Exchanging or borrowing water bottles, pen, pencils, erasers, scales, calculators, etc. during examinations are prohibited.
9. **Students are allowed to use toilet or washroom during the dates of examination from 1030 am to 1130 am (Shift 1) and 0230 to 0330 pm (shift -2).**
10. **Students can leave the examination hall after completion of 02 hours i.e. 1130 am (shift-1) and 0230 pm (Shift-2) only after handing over the answer script along with question paper to the invigilator on duty. She/he will not be allowed to re-enter the examination hall and must leave the area of the examination.**
11. **Students will not be allowed to leave examination hall in last 30 minutes of examination.**
12. Students must sit according to their seating plan.
13. No supplementary sheet will be provided. Rough work can be carried out on the right-hand side margin or at the end of the answer booklet.
14. **Students are instructed to leave 2-inch margin on the left- and right-hand side of each page in the answer booklet.**
15. Students are advised not to make any type of identification mark on the answer booklet as that would be considered as an act of use of unfair means and will be forwarded to Unfair means committee.
16. Students are not allowed to take away the answer book/sneak out of the examination hall (with the answer booklet), such acts will be treated as a malpractice and **if found guilty, students will not allow to appear in any further examinations as well as disciplinary action be taken.**
17. Students should not talk with any other examinees and should not disturb anyone during the examination. Any such act will be treated as a malpractice / UFM.

A handwritten signature in blue ink, appearing to read 'Raj R'.

Controller of Examinations