AKSHAYA COLLEGE OF ENGINEERING AND TECHNOLOGY

AN AUTONOMOUS INSTITUTION

Approved by AICTE I Affiliated to Anna University, Chennai
Accredited by NAAC I NBA Accredited (CSE, ECE, CIVIL, MECHATRONICS)
Kinathukadavu, Coimbatore-642109. www.acetcbe.edu.in

OFFICE OF THE CONTROLLER OF EXAMINATIONS

CIRCULAR

Ref. No.: ACET/Office of CoE/Examination instruction/2026-27/Odd **Date:06.11.2026**

All students are hereby informed to strictly adhere to the following instructions during the End Semester Examinations:

1. Students must occupy their seats in the examination hall on or before 9:45 AM /01.45 PM.
2. Examination hall seating arrangements will be available in the students personal Laudea login. Students are advised to verify their seating position in advance before reporting to the examination hall.
3. Students must attend the examination only in formal attire.
4. Jeans, printed shirts, T-shirts, Lycra pants, and all other forms of casual wear are strictly prohibited.
5. Even on Saturdays, students are permitted to wear only formal dress. Casual wear will not be allowed under any circumstances.
6. Mobile phones, Android watches, smart watches, electronic gadgets, and all communication devices are strictly prohibited inside the examination hall.
7. Students are not permitted to keep bags or personal belongings in front of the examination hall.
8. Students must remain inside the examination hall for the entire duration of the examination (3 hours). Leaving the hall before completion of the examination time is strictly prohibited.
9. Bringing the Hall Ticket and wearing the College Identity Card are mandatory for entry into the examination hall.
10. Students who have lost or misplaced their Identity Card must obtain a Temporary Identity Card through the prescribed official procedure before appearing for the examination.
11. Possession of unauthorized materials such as bit papers, mini-Xerox copies, written notes, or copied content will be treated as malpractice. Strict disciplinary action will be initiated as per the rules and regulations of the institution.
12. Students are instructed to maintain proper discipline and extend full cooperation to the examination authorities for the smooth and fair conduct of examinations.

06/11/26

PREPARED BY
DCoE
(Dr.K.MADHAN MUTHU GANESH)

6/11/26

VICE PRINCIPAL
(Dr. K. SIVASANKARI)

APPROVED BY
CoE
(Dr.A.KARTHIK)

Dr. A. KARTHIK
Controller of Examinations
Akshaya College of Engineering and Technology
(Autonomous)
Kinathukadavu, Coimbatore - 642109.

Copy to : Managing trustee and Chairman for kind information
CEO for kind information
Cc : Principal Office
: All HOD's with a request to circulate among the members of faculty & students
: Notice Board
: File
: Website coordinator to upload in Office of CoE

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All students appearing for the examinations are instructed to keep their bags and other personal belongings in Room M110. The room will be closed at 10:00 AM (FN Session) and 02:00 PM (AN Session). Students are advised to deposit their belongings before the specified time. Students are strictly prohibited from keeping their bags and personal belongings in the corridors, staircases, or other common areas of the campus. Any such items found in these locations will be removed.

The room will be reopened only after the completion of the respective examination session, and students may collect their belongings thereafter. All bags and personal belongings shall be kept in the designated room at the students' own risk and responsibility. The Controller of Examinations and the Institution shall not be held responsible or liable for any loss, theft, damage, or misplacement of belongings under any circumstances.

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