

9. Examination(s) passed (strike out examination not passed)

Examination	University/ Board	Year	Roll No.	Result Division	Subjects
High School/ Matric/Sec. S.Cert.					
Intermediate/Sr. School Cert.					
B.A./B.Sc./B.Com.(Pass/Hons) Pt.I					
B.A./B.Sc./B.Com.(Pass/Hons) Pt.II					
B.A./B.Sc./B.Com.(Pass/Hons) Pt.III					
M.A./M.Sc./M.Com.(Prev.)					
M.A./M.Sc./M.Com.((Final)					
Other					

10. If failed earlier at the examination in which you wish to appear this year, give details. **University/Board**
Examination..... **Year**
Enrolment. No. **Roll No.**.....

11. Were you ever rusticated/expelled/disqualified/debarred from appearing at the examination? If so, give details. **University/Board**
Examination..... **Year**
Enrolment. No. **Roll No.**.....
Period of punishment

12. If you are appearing according to Old course/Old scheme, other than prescribed for this year, give details and get prior approval of the Controller of Exams. **Old course/Old scheme as prescribed for the exam.**
Held in 201..... **(Subject)**

13. Are you serving anywhere? If so, give details and attach No Objection Certificate. **Name & address of employer**
.....
Post held **Permanent/Temporary**

Declaration:

I hereby declare that all the entries in the form and the copies of documents attached herewith are correct to the best of my knowledge and belief. If any falsification is found in this connection, the Jamia Millia Islamia has right to cancel the Examination at any time.

Date Signature of Father/Mother/Guardian Signature of candidate

CERTIFICATE

Certified that the above signed student is a Regular student /Ex-student and has completed* the required attendance of lectures, tutorials, practicals etc. His/her conduct is satisfactory and that he/she is competent to appear at the examination noted above. The information furnished by him/her on Forms A and B is correct. Photographs & Signature of the candidate on Forms A and B are attested.

Date
.....
Dean/Head
(Office Stamp)

***Note** : Certificate regarding attendance will be provisional and can be withdrawn at any time before the examination or during the examination, if the applicant fails to attend the provided course of lecturers, tutorials, practicals etc.

CERTIFICATE

For Jamia Employee (Private Candidate)

Certified that the above signed candidate is a permanent employee of the Jamia Millia Islamia. During his/her leave in connection with the said examination, routine work of the Instt. /Office will not suffer. The information furnished by him/her on Forms A and B is correct. His/her photographs and signatures on Forms A & B are attested.

Recommended.

.....
Head of the Deptt/Instt.
(Office Stamp)

.....
REGISTRAR
Jamia Millia Islamia, New Delhi

Note: Please attach a self- addressed envelope of size 9"x4".



**ADMIT CARD
JAMIA MILLIA ISLAMIA, NEW DELHI
ANNUAL EXAMS. 2015**

Candidate's Name
(Capital Letters)

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Father's Name

Medium of Exam Category **Private**

Examination Part

All subjects/ papers in which the candidate wishes to appear this year

Affix your photo
(Size 2 x 1.5)
Attested by Yourself/
Head Master/Principal or
by a Gazetted Officer.
Photograph should be
pasted with gum and not
stapled or pinned.

SUBMIT SEPARATE FORM FOR EACH PART

Paper No.	COMPULSORY	Paper No.	OPTIONAL/SUBSIDIARIES	Paper No.	HONOURS

Practicals and / or Viva Voce, if any

.....
Signature of the Candidate

.....
Dean/Principal

Roll No.
Enrolment No.

.....
Signature of the Candidate

Student's Copy



**ADMIT CARD
JAMIA MILLIA ISLAMIA, NEW DELHI
ANNUAL EXAMS. 2015**

Candidate's Name
(Capital Letters)

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Father's Name

Medium of Exam Category **Private**

Examination Part

All subjects/ papers in which the candidate wishes to appear this year

Affix your photo
(Size 2 x 1.5)
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Practicals and / or Viva Voce, if any

.....
Signature of the Candidate

.....
Dean/Principal

Roll No.
Enrolment No.

.....
Signature of the Candidate

- N.B.** (a) The Examination will be held according to the "Scheme of Examination" (Date Sheet) displayed on the Notice Board of Controller of Examinations Office and the Dean Office.
- (b) Candidate must bring their own pen, pencil, ink-pot, Identity Card etc.
- (c) Order of the question papers given in the Date Sheet shall not be guaranteed.
- (d) Read carefully and follow the '**Instructions to Candidates for Examination**' (Printed Overleaf)

INSTRUCTIONS TO CANDIDATES FOR EXAMINATION (Ordinance 15(XV) Paras 30,31)

- 30.1 The doors of the Examination Hall shall be opened half an hour before the commencement of the Examination on the first day and quarter of an hour before on subsequent days.
- 30.2 A candidate may not be admitted into the Examination Hall, if he/she fails to present to the Invigilator his/her Admission Card and/or satisfy the Superintendent of Examinations that it will be produced within a reasonable time.
- 30.3 All candidates shall come to the Examination Hall before the time fixed for the Examination. If a candidate arrives not later than 30 minutes after the time fixed for the Examination, the Invigilator may allow him/her to appear at the Examination with the permission of Superintendent of Examinations. No candidate shall be allowed to appear in the examinations after 30 minutes of commencement of the examinations.
- 30.4 The candidates shall strictly obey and follow all the instructions given to them from time to time by the Superintendent of Examinations or Invigilators or any Official of the University connected with the Examinations.
- 30.5 The candidates shall maintain and observe strict discipline in and/or near the Examination Centre/Hall and shall not indulge in any such act as mis-behaviour/ nuisance which causes any obstruction and/or disturbance or disruption in the conduct of Examination.
- 30.6 No candidate shall be allowed to leave the Examination Hall, until an hour has elapsed after the distribution of the Question Paper.
- 30.7 No candidate shall leave his/her place or go out of the Hall without the permission of the Invigilator, unless he/she has handed over his/her answer book to the Invigilator concerned.
- 30.8 If a candidate desires to go out of the Examination Hall for a while, a reliable person shall be sent with him/her to see that he/she does not communicate with any person or use unfair means for answering the Question Paper.
- 30.9 As soon as the time prescribed for the Question Paper expires, the candidates shall have to hand over their answer books to the Invigilator concerned.
- 30.10 A candidate appearing at an Examination shall give a specimen signature for purpose of identification, if asked by the Superintendent of Examinations or the Invigilator in the Examination Hall.
- Use of Unfair means/Misbehaviour:**
- 31.1 No candidate shall bring with him/her in the Examination Hall any book, paper, notes or other materials which may be used by him/her in connection with the Examination, nor shall he/she communicate to or receive from any other candidate or person any information in the Examination Hall.
- 31.2 No candidate shall note or write any thing on the blotting paper or Question Paper or on any other object/material, except the answer book supplied to him/her.
- 31.3 No candidate shall assist or receive assistance from any other candidate or person at an Examination or make use of any dishonest or unfair means in connection with the Examination.
- 31.4 Any candidate, detected cheating or making use of any dishonest or unfair means in connection with an Examination shall be reported to the Controller of Examinations by the Superintendent of Examinations or through him by an Invigilator or an Official of the University, as the case may be. The Controller of Examinations shall place the aforesaid matter before the Examination Committee for consideration, which may, if satisfied that the facts alleged are true and disclose premeditation on the part of the candidate, disqualify the candidate from passing that Examination and debar him/her from appearing at any University Examination for a period not exceeding three years.
- 31.5 Any candidate detected using unfair means in an Examination Hall shall be reported to the Controller of Examinations by the Superintendent of Examinations or through him by an Invigilator or by an Official of the University, as the case may be. The Controller of Examinations shall place the aforesaid matter before the Examination Committee for consideration, which may, if satisfied that the facts alleged are true but do not disclose any premeditation, disqualify the candidate from passing that Examination and debar him/her from appearing at any University Examination for a period not exceeding two years.
- 31.6 Any candidate bringing any book, paper, notes or other material to the Examination Hall shall be reported to the Examination Committee for consideration by the Controller of Examinations, as reported by the Superintendent of Examinations or through him by an Invigilator or by an Official of the University, as the case may be, and the Examination Committee may, if satisfied that the facts alleged are true but that the candidate has not made any use thereof, disqualify the candidate from passing that Examination.
- 31.7 Any candidate, who in the opinion of the Superintendent of Examinations is guilty of any misconduct in the Examination Hall, other than the misconduct within the meaning of the aforesaid Sub-Paras 1, 2, 3, 4, 5 and 6 of this Ordinance, may be expelled by the Superintendent of Examinations for that Course and shall be reported to the Examination Committee by the Controller of Examinations. The said Committee may, if satisfied that the facts alleged are true, disqualify him/her from passing the Examination for that year.
- 31.8 Any candidate approaching an Examiner directly or indirectly or seeking ways or means of bringing pressure to bear on the Examiner, so that higher marks may be awarded to him/her than his/her answers justify or attempting to influence the Controller of Examinations or any person employed in his office for the same purpose shall be deemed to have used unfair means. Such a case shall be reported to the Examination Committee by the person concerned through the Controller of Examinations. The Examination Committee may, if satisfied that the facts alleged are true, disqualify the candidate from passing that Examination and debar him/her from appearing at any Examination for a period not less than one year.
- 31.9 Any candidate found guilty of seeking ways and means for harassing or pressuring or using or threatening to use force to make any Superintendent of Examinations or Invigilator or any Official of the University desist from his duties relating to the conduct of Examination shall be deemed to have used unfair means and indulged in gross misconduct. Such a case shall be reported to the Examination Committee by the person concerned through the Controller of Examinations. The Examination Committee may, if satisfied that the facts alleged are true, disqualify the candidate from passing that Examination and/or expel him/her from the University and declare him/her to be not a fit and proper person to be admitted to any future Examination of the University.
- 31.10 Any candidate who has been punished under Sub-Paras 4, 5, 6, 7, 8 and 9 above, shall not be admitted to any programme of study as a Regular Student. Such a student may be allowed to appear at the next Annual Examination only in which he/she is entitled to appear as an Ex-Student after the expiry of the period of punishment.
- 31.11 In case, a person, who is not a bonafide candidate, is found to be taking an Examination on behalf of a bonafide candidate, it will be assumed that impersonation is being done at the instance and with the connivance of the bonafide candidate and action against such person and such bonafide candidate would be taken as under:
- (i) The bonafide candidate, who did not take the Examination himself/herself shall be debarred from pursuing any programme of study or from appearing at any Examination of the University in future.
 - (ii) In case, the person, who has impersonated the bonafide candidate, is a student of the University, he/she shall be debarred from taking any Examination of the University in future.
 - (iii) If the person, who has impersonated the bonafide candidate, is not a student of the University, he/she may be handed over to the Police for appropriate action.
- 31.12 In case, a candidate is appearing at the Examination for improvement of Division/Percentage of Marks and is found to be using unfair means, the result of his/her Examination in the Course(s) in which he/she has already appeared, would also be cancelled, in addition to the action that might be taken against him/her for using unfair means, while reappearing for improvement of his/her Grade/Division/ Percentage of Marks.
- 31.13 Any punishment imparted on the erring student shall be following due consideration of the defence presented by him/her.

(d) Read carefully and follow the **'Instructions to Candidates for Examination'** (Printed Overleaf)

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