



Maharaja Institute of Technology Mysore

Bewladi, S R patna Taluk, Mandya District- 571477

Ref: MITM/Principal/CoE/2024/0

Revised Circular

Date:24/7/2024

The concerned are hereby informed that the third Internal Assessment is being scheduled for even semester of Academic Year 2023-24 and the same is being disseminated through this circular. I urge all the students and staff alike of the 6th semester UG programs to make note of the schedule and follow the procedure-associated with it. The other details such as room allotment and the like shall be notified in time. The concerned are also informed to abide by the instructionselaborated in this circular.

Date	Time	6 th Semester
30/7/24	9.30am-10.45am	21CS61, 21EC61,21ME61,21CV61
	2.15pm-3.30pm	21CS62, 21EC62,21ME62,21CV62
01/8/24	9.30am-10.45am	21CS63, 21EC63, 21ME63, 21IS63, 21CV63
	11.45am to 1.00pm	21CS644, 21EC641/3, 21IS643,21ME642, 21CV642
	2.30pm-3.45pm	21ME652, 21MAT655,21CV654, 21CS653

Instructions to Students

The students are hereby informed to follow the instructions mentioned below.

1. Students are required to make note of the room allotment well in advance. The same shall be displayed one week before the schedule of the Internal Assessment.
2. Students should be at their allocated rooms 15 minutes before the scheduled start of the test session.
3. Students are not permitted to enter the room after 10 minutes from the scheduled start of the test session.
4. Students are not permitted to leave the hall before 45 minutes from the scheduled start of the test session.
5. Students are not allowed to write the test
 - a. If, not in possession of College Identity card / if not dressed in college uniform.
 - b. If, in possession of mobile phones, prohibited manuscripts, etc.
6. Student must sign the attendance list which is circulated during the test without fail.
7. Students must carry their individual copies of data hand books and calculators if required.
8. Students must complete the details on the front page of the test books and also fill in all the statutory details in various forms as will be directed by the invigilator/ room superintendent.
9. Any misbehavior or assistance seeking of any kind shall be treated as mal practice.
- 10. Uniform is Compulsory on Scheduled dates.**
11. Upon end of the scheduled test time Students should stop writing and hand back the test books to invigilators without delay.
12. Students shall strictly be present in all the IA sessions and in any case of "absence", such cases must be communicated via personalized letter explaining the reasons and also authorized by the respective departmental hierarchy.
 - a. Such of those students that fail to take up IA and an option of improvement IA sessions offered to the students at a later stage shall be at the discretion of the CoE and Principal.

 **Controller of Examination**

 **Principal**

To: 1. Dean (R&D); 2. Dean (Administration); 3. College Council Members (All HoD's) 4. All section heads

Signature											
Copy to	CSE	CE	ECE	ISE	ME	Phy	Chem	Maths	CSBS	AO	Humanities