



**St. Joseph's College (Autonomous), Bengaluru- 560027.**  
**EXAMINATION SECTION NOTICE FOR MAKE UP TEST**  
**I SEM - NOVEMBER 2020**

The makeup mid semester test will be conducted by the respective departments as per the time table displayed in the website. The subject teacher/HoD/class mentors should inform the students through MS Teams/Groups.

- ❖ The online make up test will be held between 16th to 21st Nov. 2020.
- ❖ The test is conducted for 1 hour. Portion for the test will be announced by the respective departments.
- ❖ Those students who missed the online mid sem test for any reason will be given the chance to write the makeup test. But the student must request the concerned teacher OR HOD.
- ❖ **ALL STUDENTS WHO HAVE BEEN READMITTED FOR ONE SUBJECT ATTENDANCE SHORTAGE WILL HAVE TO TAKE UP THE MAKE-UP TEST**
- ❖ During the exam, if there are any issues you can contact the concerned teacher conducting the test.
- ❖ **For any reason if the student is not able to write the makeup test OR submit the test paper, no more tests will be conducted. The student will have to write the test as a supplementary candidate in the next academic year.**

**Rules and details for the test**

**While taking the online mid semester test you will abide by the following honour code set by St. Joseph's College (Autonomous).**

***I will abide by the integrity of academic values set by my college. I will maintain the highest standards of honesty, integrity and personal responsibility when taking the exam online. As a member of this academic community, I am committed to creating an environment of respect and mutual trust. I also pledge that I will not give or receive any unauthorized assistance during the online mid semester exam.***

1. Students must log in as suggested by the teacher administering the exam. Students must stay connected till they finish the exam.
2. The Pattern of question paper is decided by the department.
3. In case the student gets logged off completely at the middle or towards the end of the exam and could not get back to the exam, then the student must report to the teacher in charge immediately on the same day.
4. Students are advised to stop apps running in the background that uses internet, so as to help them get sufficient bandwidth for the exam.
5. **Malpractice:** Based on the current mode of examination being online, any form of misconduct, giving or receiving any unauthorized assistance during exams, impersonation and use of unethical means to disrupt and cheat, if identified by the college or brought to the notice of mentors/staff/exam committee, **then all**

**rules on malpractice will apply.** If proven guilty by the malpractice prevention committee then the student will have to accept the decision of the committee.

- Keeping in view the trust, college has on its students, all are advised to be sincere, honest and carry on with personal integrity when taking the online exam.
- Students are advised not to receive phone calls during the test. Students can message or phone the teacher for the problems faced. Avoid discussing any matter on class WhatsApp groups during the exams.
- Please refrain from taking any assistance offered by your classmates or any persons during an ongoing exam as it could be documented and reported to the college. Students are advised not to share, send pictures and video of the paper in any forum at the time of the exam. If any document is found with this regard it will amount to malpractice.
- The malpractice prevention committee will decide the appropriate punishment for the act on case to case basis. The decision of committee will be final and binding.
- Students must not join any groups to take up the exam. If reported, this will be considered as malpractice.
- During the exam you should log out of all forums and social networking sites on your device.