

# ST JOSEPH'S-PONDICHERRY UNIVERSITY TWINNING PROGRAM

## INTERNAL EXAMINATION GUIDELINES

( CIA DATES SUNDAY 1 , SATURDAY 7<sup>TH</sup> AND SUNDAY 8<sup>TH</sup> DECEMBER 2024)

- **Mandatory Requirements:** Students must carry their Identity Card, study materials, and examination-related stationery to the examination hall.
- **Answer Booklets:** The institution will provide answer booklets before the commencement of the examination.
- **Question Paper Distribution:** A soft copy of the question paper will be shared in the class group and displayed on the LCG projector.
- **Use of Study Materials:** Students must use only the study materials issued by the University to read and write answers.
- **Prohibited Activities** The following are considered malpractice and strictly prohibited: Use of mobile phones, question banks, or unauthorized materials. Peeping, talking, or copying from any source other than the approved study materials.
- **Attendance Requirement:** Attendance for the internal examination is compulsory.
- **Supplementary Examinations: Tentatively Scheduled** for Saturday, 14<sup>th</sup> (2 to 6 pm) and Sunday, 15<sup>th</sup> December 2024 ( 9 to 2 pm ) , for students who avail emergency leave.
- **Registration for the supplementary internal examination** must be completed by Thursday, 12<sup>th</sup> December 2024, with a fee of ₹150/- per course/subject.
- **Minimum Passing Marks:** Students must score a minimum of 13 marks in the internal examination. Failure to meet this threshold will result in being marked as failed, regardless of performance in the end semester.
- **Exam Duration:** Students will have 45 to 50 minutes to attempt the required questions to maximize their marks.
- **Evaluation Criteria:** Assessment will be based on both the quality and accuracy of answers, with reference to the prescribed study materials.

COORDINATOR