

EXAMINATION GUIDELINES

1. Second Term examination for classes 10 and 12 and PA3 examination for classes 6-9 and 11 begin on 25.11.2020.
2. Regular classes will not be held during the examination days.
3. **On Non-examination days Classes 6-9 and 11 will have regular classes AND classes 10 & 12 will have study leave.**
4. The examination timings:

Classes VI - IX, XI – 8.00 am – 9.00 am

Classes X - XII – 9.30 am - 12.00 noon
5. All the students should prepare well for the exams and be ready ten minutes before the exam.
6. Students should keep the required stationary items ready before the commencement of the exam.
7. Check the internet connection and have a standby device Ready. **Althrough out the writing time students must keep their camera on.** Teacher incharge will be monitoring the students. Please adhere to the timing given.
8. **The concerned teacher will schedule the meeting according to the test time and students will have to join the meeting first, and then open the assignment and write the answer keeping the camera on.**
9. The Duration of the exam is two and half hour for second term and one hour for PA3. Half an hour will be given for uploading/technical glitches.
10. Students are requested to contact the concerned teachers if they are taking more than 20 minutes to upload. After 30 minutes no student will be given extra time for uploading without the permission of the Principal.
11. The pattern of the paper will be notified by the concerned teacher.
12. Students should write their name, roll no., class and section neatly on the right-hand corner of the answer script.
13. Scan the sheet in proper order and submit a single PDF file.
14. Parents are requested to ensure that children write the tests with utmost sincerity and honesty. Children should be supervised by one of the parents during examination.