

## PERMITTED AND BARRED ITEMS AND DRESS CODE

Students will be subjected to extensive and compulsory physical frisking before entering the examination Centre. The following is a list of items that are permitted and barred from taking to the Examination Centres:

### LIST OF PERMITTED ITEMS

- a) Admit Card & School Identity Card (for regular students)
- b) Admit Card & Any Govt. Issued Photo Identity Proof (for Pvt. Students)
- c) Stationery items i.e., Transparent Pouch, Geometry/Pencil Box, Blue/Royal Blue Ink/Ball Point/ Gel Pen, Scale, Writing Pad, Eraser,
- d) Analogue Watch, Transparent Water Bottle.
- e) Metro Card, Bus Pass, Money.
- f) Items permitted to Type I diabetic students.

### LIST OF BARRED ITEMS

- g) Any stationery item - such as textual material (printed or written), bits of papers, Calculator (Students with Learning Disability i.e. Dyscalculia are permitted to use Calculator as per Circular No. CBSE/COORD/2020 dated 20.01.2020 and are provided the same by Exam centre), Pen Drives, Calculator, Log Table (shall be provided by the centres), Electronic Pen/Scanner, etc.
- h) **Any communication device - such as Mobile Phone, Bluetooth, Earphones, Microphone, Pager, Health Band, Smart Watch, Camera, etc.**
- i) Other items like Wallet, Goggles, Handbags, Pouches, etc.
- j) Any eatable item opened or packed, except for diabetic students
- k) Any other item which could be used for unfair means
- l) Use of the above or similar items will be treated under the “Unfair Means” category and will attract punishment as per rules.

### DRESS CODE

- **For Regular Students - School Uniform**
- **For Private Students - Light Clothes**

**INSTRUCTIONS FOR STUDENTS**

1. Entry in the Examination Centre will be from 9.00 a.m. to 10.00 a.m.
2. No student will be allowed to enter in the Examination Centre after 10.00 a.m. whatsoever the reason may be. This should be strictly complied with.
3. The doors of the Examination Hall/Room will open 45 minutes before the time specified for the commencement of Examination i.e., at 09.45 a.m. Students are advised to be in their seats 30 minutes before the scheduled commencement of the examination. After 10.00 a.m. no student will be allowed to enter the Examination Centre. Admission of any student to the Examination Hall in contravention of these instructions shall be considered invalid for that particular paper.
4. Students are required to bring their own pen, pencil and ink. Only blue black or royal blue ink/ ballpoint pen is to be used. They will ensure that they are not carrying any mobile phone or other material which could be used for unfair means.
5. A seat marked with her/his Roll number will be allotted to each student. Students will be required to find out and occupy their allotted seats.
6. No student, without permission of the Assistant Superintendent, shall leave her/his seat or the Examination Hall until the end of the examination. No student shall speak without permission. If it is necessary for the student to communicate, she/he shall stand up in her/his place and one of the Assistant Superintendents will see to her/his requirements.
7. Before beginning her/his paper, she/he shall write on the Title Sheet of her/his Answer Book the Subject and Question Paper Code Number. She/he shall write her/his Roll No. in the space provided on title sheet and nowhere else in the answer book. She/he shall also write Roll No. on her/his question paper as soon as it is received by her/him. Roll No. shall also be written on the slip in the supplementary answer-book.
8. Answers shall be written on both sides of the answer book supplied to the student. No student shall tear out any leaf from the answer book.
9. If a student writes her/his Roll No. or puts any special mark in any part of the answer book or drawing sheet, map etc. other than the space provided for the purpose, she/he will render herself/ himself liable to have her/his paper cancelled.
10. On the expiry of time the answer book must be handed over to the Assistant Superintendent irrespective whether the student has answered the paper in full or in part or not at all.
11. Smoking & using of intoxicants is strictly prohibited in the Examination centre. Student found doing so during the course of the examination shall be liable to be expelled from the Examination Centre by the Centre Superintendent.
12. Students can be physically searched by the Centre Superintendent/Assistant Superintendent/ Inspectors deputed by the Board before or during the

Examination at any time.

13. In case any page(s) of the Answer Book or Supplementary Answer Book is/are found missing/ torn at the Examination Centre or is/are reported so by the student the same may be recorded on the answer book by the Assistant Superintendent and a written report be given to this effect with details to the Centre Supdts. for onward transmission to the concerned Regional Office.
14. The student shall not ask for supplementary answer sheet till the main answer book/the earlier supplementary answer book is filled.
15. The student can visit the examination Centre prior to the date of examination.
16. Apart from what is stated to be unfair means in the rules, regulations and Bye-Laws of the Board, if a student during the course of examination, is found indulging in any of the following, she/he shall specifically be deemed to have used unfair means at the examinations and as such her/his result shall not be declared but shall be marked as UNFAIRMEANS (U.F.M.):
  - a. Having in possession of any item or article which has been prohibited in examination centre or may be used for unfair practices including any stationery item, communication device, accessories, eatable items, ornaments or any other material or information relevant or not relevant to the examination in the paper concerned;
  - b. Paying/Placing someone else to write examination (Impersonation) on student's behalf or preparing material for copying;
  - c. Breaching Examination Rules or any direction issued by CBSE from time to time, in connection with the conduct of EXAMINATIONS;
  - d. Assisting other student(s) to engage in malpractice, giving or receiving assistance directly or indirectly of any kind or attempting to do so;
  - e. Writing questions or answers on any material other than the answer book given by the Centre Superintendent for writing answers;
  - f. Tearing of any page of the answer book or supplementary answer book etc.;
  - g. Contacting or communicating or trying to do so with any person, other than the Examination Staff, during the examination time in the examination centre;
  - h. Communicating with another student or the Assistant Superintendent directly or indirectly;
  - i. Taking away the answer book out of the examination hall/room/centre;
  - j. Smuggling out Question Paper or its part or smuggling out answer books/ supplementary answer sheet or part thereof;
  - k. Threatening any of the officials connected with the conduct of the examinations or threatening any of the students;
  - l. Using or attempting to use any other undesirable method or means in connection with the examination;
  - m. Forceful entry/exit in/from Examination Centre/Hall;
  - n. Use or attempted use of any electronic device after entering the

examination centre;

- o. Uploading/sharing any examination related material, correct or wrong, on social media;
- p. Affixing/uploading of fabricated photograph on the admit card;
- q. Erasing or obliterating any information printed on the ANSWER BOOK(S);
- r. Providing wrong information on the answer sheet;
- s. Having in possession Question Papers of previous years;
- t. Approaching any Authority(ies)/person(s) related to the conduct of exams soliciting unauthorised privilege(s) in these Examinations;
- u. Taking legal course or any other means to influence CBSE for gaining advantage in their favour, by providing false information.

17. A student found guilty of any of the unfair means mentioned above-

- a. May be disqualified by the Board from the examination in that year (i.e. her/his examination for that year may be cancelled);
- b. May further be debarred by the Board from appearing in any examination of the Board for a period which may extend upto five years; and
- c. In serious cases, may permanently be debarred by the Board from taking any Examination of the Board.

18. All cases of Unfair Means will be dealt as per the following GUIDELINES

<b>CATEGORY - 1</b>		
1.1	Having Question Papers of previous years. Supported by report of Invigilator/Checking Staff	Cancellation of current Examination in the concerned subject. Shall be allowed to take the Examination in that Subject in the Compartment examination, if otherwise eligible. The benefit of doubt shall be given to such student against whom no evidence is available to testify to the foul intents on their part.
1.2	Writing Questions or Answers on any material other than the Answer Book for writing answer. Supported by report of Invigilator/Checking Staff	
1.3	Tearing of any page of the answer book or supplementary answer book etc. Supported by report of invigilator/checking staff that the student has torn the page(s) of Answer-Book	
1.4	Contacting or communicating or trying to do so with any person, other than the Examination Staff, during the examination time in the examination centre. Supported by report of invigilator/checking staff	
1.5	Having copying material (hard copy etc.) in her/his possession but have not use it. Supported by report of invigilator/checking staff	
1.6	Breaching examination rules or any direction issued by CBSE from time to time, in connection with the conduct of Examinations. Supported by credible evidence	

<b>CATEGORY - 2</b>		
2.1	Affixing/uploading of fabricated photograph on the Admit Card. Supported by Documentary Evidence	Cancellation of current Examination in all Subjects. Shall have to take the examination in all subjects in the next year
2.2	Erasing or obliterating any information printed on the Answer Book(s). Supported by report of Invigilator/Checking Staff or Evaluator	
2.3	Providing wrong information on the answer sheet. Supported by documentary evidence	
2.4	Having copying material in her/his possession (hard copy etc.) and having used it. Supported by report of invigilator/checking staff or Evaluator	
2.5	Having communicated with another student or the Assistant Superintendent directly or indirectly. Supported by report of invigilator/checking staff	
2.7	Giving assistance to other student(s) directly or indirectly of any kind or attempting to do so. Supported by report of invigilator/checking staff	
2.8	Taking assistance from other student(s) directly or indirectly of any kind or attempting to do so. Supported by report of invigilator/checking staff	
<b>CATEGORY - 3</b>		
3.1	Taking away the Answer Book out of the Examination Hall/Room/ Centre.	Cancellation of current as well as next year's examination in all subjects. Shall have to take the examination in all subjects thereafter
3.2	Smuggling out Question Paper or part thereof, out of the Examination Hall. Supported by report of Invigilator/Checking Staff	
3.3	Smuggling out Answer Books/Supplementary Answer Sheet or part thereof, out of the Examination Hall. Supported by report of Invigilator/Checking Staff	
3.4	Possession, use or attempted use of any electronic device (including Mobile Phone), which can be used as communication device, after entering the examination Centre. Supported by report of invigilator/checking staff	
3.5	Students indulging in spreading rumours affecting smooth conduct of examinations.	
3.6	Using abusive language, threatening the staff on duty. Supported by report of invigilator/checking staff	
3.7	Indulging in violence at the time of examination or thereafter in the examination center. Supported by report of invigilator/checking staff	
3.8	Forceful entry/exit in/from Examination Centre or Hall. Supported by report of invigilator/checking staff	
<b>CATEGORY - 4</b>		
4.1	Impersonation. Paying/placing/making someone else to write examination. Supported by report of invigilator/checking staff	

4.2	Uploading/sharing any examination related material, correct or wrong, on social media. Supported by credible evidence	Cancellation of current as well as of next three years' examination in all subjects. Shall have to take the examination in all subjects thereafter.
4.3	Approaching any Authority(ies)/person(s) related to the conduct of exams soliciting unauthorized privilege(s) in these Examinations. Supported by report of such authority	
4.4	Taking legal course or any other means to influence CBSE for gaining advantage in their favour, by providing false information. Supported by documentary evidence	
<b>CATEGORY - 5</b>		
5.1	Using obscene/derogatory language in the answer book. Supported by report of invigilator/checking staff or Evaluator	Counseling by UFM Committee so that she/he abstains from using such language in the answer book in future examinations. Currency notes etc. shall be forfeited and deposited in Board's account.
5.2	Using threatening language in the Answer-Book for the evaluators with or without any appeal. Supported by report of invigilator/checking staff or Evaluator	
5.3	Using language/threat of harm to oneself in the Answer-Book with or without any appeal. Supported by report of invigilator/checking staff or Evaluator	
5.4	Use of Any other Ink or Pencil for writing answers in the answer book. Supported by report of invigilator/checking staff or Evaluator	
5.5	Having enclosed/attached a currency note or other such instrument with the answer book with or without any appeal/message for the evaluator. Supported by report of invigilator/checking staff or Evaluator	