

Examination guidelines

1. Midterm Examination for classes 6-12 begin on 21.09.2020.
2. Regular classes will not be held during the examination days.
3. All the students should prepare well for the exam and be ready ten minutes before the exam.
4. Students should keep the required stationary items ready before the commencement of the exam.
5. Check the internet connection and have a standby device ready.
6. The Duration of the exam is two hours and half an hour will be given for uploading/technical glitches.
7. Students are requested to contact the concerned teachers if they are taking more than 20 minutes to upload.
8. **Each paper will have two parts. Paper I – Objective Microsoft Form and paper II – Subjective pen and paper test.**
9. **After clicking on the assignment, open the Microsoft form, attempt it and submit it.**
10. **After that, attempt the Subjective paper in your test notebook.**
11. **Students should write their name, roll no., class and section neatly on the right-hand corner of the answer script.**
12. **Scan the sheets in proper order and submit a single PDF file.**
13. **Both the objective and subjective papers must be completed before the assigned time.**
14. The examination timings:
Class VI, IX, X – 8.00 am – 10.00 am
Class VII, VIII, XI, XII – 10.30 am - 12.30 pm
15. The study leaves for classes VI-VIII are –
September'2020 – 22, 24, 26, 29
October'2020 - 1, 5
16. The study leaves for classes IX-XII are –
September'2020 - 21,23,25,28,30
October'2020 - 3
17. **The regular on-line classes will begin from 7th, October.**
18. **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.**
19. **Students are strictly forbidden to copy the answers from Google, Wikipedia or from one another. If found used any unfair means the exam will be invalid for such students with a zero reward.**

Without prior information if a student submit the answer scripts late, five marks from the total will be reduced for the late submission. So if any glitch is faced immediately contact the concerned teacher as directed.

Looking forward to your kind cooperation.


Principal

