

Important instructions: Even Semester Examination, Session 2025-26

All the students appearing for the even semesters examination of session 2025-26 please note:

1. Admit Cards

- a. Students can download their admit cards from their login at AKTU-ERP <https://exams.aktu.ac.in/studentlogin.aspx>.
- b. The admit card is mandatory for entry into the examination centers; without it, students will not be allowed to appear for the exam.
- c. If the admit card does not have a photo of the student, affix a recent photo and have it verified by the college director.
- d. If there is any error/correction in the Admit Card, please report it at examform.aktu@aktu.ac.in
- e. You are advised to enter your answer booklet no at the space provided in the admit card.

2. What the students can carry in the examination hall

- a. A valid photo ID proof (Institute ID card/PAN card/Aadhaar card/Driving License or Voter ID Card)
- b. Two passport-sized photographs, if the admit card does not have a photo.
- c. A non-programmable calculator recommended by the University (Refer Annexure A).

3. What the students do not carry in the examination hall

- a. Students are strictly advised not to carry mobile phones, tablets or any other electronic devices in the examination hall except non-programmable calculators as prescribed by the University.
- b. As per the University rules, presence of any such device inside the examination hall will be treated as Use of Unfair Means (UFM), and appropriate action will be taken against the candidate concerned as per the UFM regulations of the University.


4. Reporting to the Examination centre.

- a. Report at examination centre **at least 30 minutes** before the start of the examination.
- b. **No entry** will be allowed after the start of the exam.
- c. Please confirm the examination date with the latest date sheet available in the circular/college/AKTU website. In case of any discrepancy, the date sheet available on the website will be considered final.

5. At the Examination Hall.

- a. Occupy only the seat assigned to your roll number.
- b. **Students are advised to check their desks, tables, their own pockets & other belongings before the issue of Question Papers and handover such items to Room Invigilator (RI).**
- c. Fill your Roll Number, Subject Code and other details carefully on the first page of the Answer Sheet.
- d. Use only good quality blue or black ballpoint pens for writing answers.
- e. **Students are expected not to write their roll number, phone number, or any other identifying mark on the answer sheet pages under any circumstances.**
- f. **Also, avoid any form of cheating (individual or collective). Such cheating will be detected through digital evaluation and will result in penalties as per university rules, for which the concerned student will be solely responsible.**
- g. Do not leave the examination hall without handing over your answer sheet to the invigilator even if you have not attempted any question.

6. Please keep checking the circulars issued on the University portal <https://aktu.ac.in/circulars.html> daily for updates on the examination schedule.
7. You can view your daily exam attendance at <https://erp.aktu.ac.in/webpages/public/examination/rptStudentExamCenterAttendance.aspx>
8. If there is any error in your attendance, please send a scanned copy of the admit card along with the answer sheet number to examform.aktu@aktu.ac.in during the examination or within 3 working days after the completion of the examination.


(Vinod Kumar)
Registrar

- CC:
1. Hon'ble Chairman - for kind Information please
 2. Hon'ble CEO - for kind information please
 3. Director-GCET/Director-GIMT/Director-GCOP
 4. All Deans/HODs
 5. All Notice Board

Annexure A

List of Non-programmable Calculator

The following list includes models that are approved for use in all semester exams.

CASIO	ORPAT	HP	TEXAS
<ul style="list-style-type: none">• fx-991MS• fx-100MS• fx-82MS• fx-8.2ES Plus• fx-991ES Plus• fx-991EX Classwiz• fx-991CW Classwiz	<ul style="list-style-type: none">• fx-100D	<ul style="list-style-type: none">• HP 338,9G• HP 39G• HP 48G• HP 49G	<ul style="list-style-type: none">• TI 73• TI 83• TI 84• TI 86• TI 89• Voyage 200

Note: Center Superintendent / Assistant Center Superintendent / Observer may allow any other specific non programmable calculator models after inspection.