Sikkim Manipal University
Directorate of Distance Education

e-Admit Card

REGISTRATION NUMBER: 1308002570
NAME: RAJESH RANJAN
COURSE: MBA

<table>
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<th>S.No</th>
<th>Sem</th>
<th>Subject Code</th>
<th>EC Code</th>
<th>Admit Card No.</th>
<th>Date</th>
<th>Duration</th>
<th>Block</th>
<th>Seat</th>
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EC Code | Address
CDL09 | Online Edu Solution, D-4 Kaligunj, Back Side of Bheron Mandir, Kaligunj Police Station Road, Near JIMS College and adjacent to SRL Diagnostic Center, Delhi - 110019, Delhi

Important Instructions

1. e-Admit Card is valid only when Physical copy produced along with the Photo ID Card of the University.
2. You are allowed to appear only those papers which are shown above.
3. You are required to contact only the Admission office at smuhelindesk@smudde.edu.in if there is a mismatch in the subjects or electives printed on the e-admit card. No request for change of subjects/electives will be entertained under any circumstances by the office of Student Evaluation.
4. You cannot login into Online Examination Tool after 10 MINUTES of the commencement of Examination. Kindly be in examination hall at least 10 minutes before start of your examination.
5. You cannot exit from examination hall until completion of the examination. Once you leave the examination hall for any reason (even if only to answer a call of nature), you are not permitted to return and continue the examination.
6. Possession of Mobile Phone even in SWITCH OFF mode will be treated as MALPRACTICE and invites strictest punishment. Do not bring Mobile Phones to the centre as there is no arrangement for safekeeping.
7. You are not allowed to carry calculators, statistical table, scientific table, laptop computer or any object or device or gadget that would be of unfair assistance. Calculator, Statistical tables, annuity tables etc are available in the ONLINE Examination tool which can be used for calculations.
8. You should sit strictly as per the seating arrangement provided by the University at the examination center.
9. The list of ROOM NUMBER /LAB NUMBER and the corresponding BLOCK NUMBER will be put up at the entrance of your examination centre. For each paper you are required to report at least 30 minutes before the commencement of the examination to identify your room/lab number.
10. In all Multiple Choice Questions (MCQs), each question will have only one correct or most appropriate answer. The answer must be indicated by selecting the appropriate button in the online test tool.
11. Descriptive answers must be typed in the ONLINE test tool.
12. Ensure that your invigilator signs in the space provided in your e-admit card for each paper.
13. You are required to follow all the guidelines and instructions of the university and also those to be given in the examination by the Invigilator or Chief Superintendent or the University Representative from time to time and their decision in all matters pertaining to the conduct of the examination will be final and binding and cannot be challenged under any circumstances.
14. Use of unfair means, disobedience of instructions, arguing or threatening the examination officials, cheating etc will be treated as MALPRACTICE.
15. If you see any kind of error or warning or any message on the test screen, please do not click any OK or CANCEL button. Inform the Invigilator immediately.
16. Please go through all the important instructions given at the start of the online examinations.
17. For any issues faced during the exam, please write to smu.controllerde@smudde.edu.in with heading of the mail as "Disruption in the exam" and also mention the complete incident details with your registration number.

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If you have friends who can benefit from education at SMU – DE, contact your Learning Center
MOBILE PHONES ARE BANNED IN EXAMINATION HALL