

**GUIDELINES/ RECOMMENDATIONS PUT FORTH BY THE MEMBERS
OF THE EXAMINATION COMMITTEE FOR SOP FOR STUDENTS
ANSWERING THIRD YEAR EXAMS/PG 14TH JANUARY 2022.**

During the conduct of examination for Final year students in physical mode, following are the measures to be followed to reduce the risk of COVID-19:

- 1) Report to the examination hall **1 HOUR** prior to the commencement of paper for thermal scanning, checking of Admit Card/Hall Ticket/ID Card, obtaining signatures, etc. Students should sign the attendance sheet before entering the Examination Hall.
- 2) Use of face covers/masks is mandatory. No entry on campus without mask. The face mask has to be worn properly at all times on the campus and examination hall by all.
- 3) Students should strictly follow social distancing on the campus of a minimum of 6 feet, when queuing up for entry, Thermal Scanning, Checking of Admit Card/Hall Ticket, in the corridors, Staircase and inside the Examination Hall.
- 4) Social distancing to be followed outside premises like parking lots.
- 5) Proper Hand hygiene to be followed; use of alcohol-based hand sanitizers before entering Examination Hall.
- 6) Students are requested to follow the instructions with regards to entry points on campus.
 - B.Com : Gate No. 1
 - B.A. : Cross bar (Near room no. 200)
 - B.Sc. : Cross bar (Near room no. 200)
 - PG : Cross bar (Behind Food Court)
 - B.C.A. : Gate No. 1
- 7) Self-monitoring of health by all and reporting any illness at the earliest.
- 8) Respiratory etiquette to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly. The

tissues are to be disposed off in dustbins kept outside each building and on each floor.

9) Spitting shall be strictly prohibited.

10) **Students or their family members** who are Covid positive and with fever will not be allowed to answer the exam. Kindly note that such students can answer the paper/s at a Special Examination held later. Kindly send an email (only on xaviersexam45@gmail.com) with the Test Report showing positive to represent your case to the Goa University. (Ref. No. GU/ExamDiv/552022/153 dated 05/01/2022)

11) Students are to carry all required stationery items (Except books and papers) printed copy of Admit Card/ Hall Ticket/ID Card, water bottle and hand sanitizer.

Sharing of calculators, rulers, erasers, pens, pencils, water bottle etc will NOT be permitted.

12) Students are not to wear jackets, caps or smart watches at the Examination Hall.

13) Students are not to carry any books, bags or mobiles to the Examination Hall. However, the student may leave these items at the College lobby at your own risk. Requesting students not to carry these items as a precautionary measure.

14) No parent/guardian accompanying students to remain on campus.

15) On completion of exam, the students should move out of the Exam Hall in an orderly manner maintaining social distancing and leave the campus instantly. No student should remain behind at the parking lots, playground or even outside the gates or anywhere on campus.

Date : 10/01/2022

Prof. Blanche Mascarenhas

PRINCIPAL