MARY MATHA
COLLEGE OF ARTS AND SCIENCE (Co-Ed)
Accredited with B++ Grade by NAAC in First Cycle
Affiliated to Madurai Kamaraj University | A College Managed by CMI Fathers
Approved by UGC Under Section 2(f) Status | An ISO 9001:2015 Certified Institution
Nallakaruppanpatty, Periyakulam East, Theni Dt. 625 604, Tamil Nadu, India.

mmccoe/2025/03/25/Cir. No. 27 **March 25, 2025**

Model Examinations: April 2025 - General Guidelines

Dear Students,

As we commence our model examinations on April 04, 2023, please take note of the following guidelines:

1. All students are required to approach the model exams with utmost seriousness.
2. Admittance to the exam hall is strictly contingent upon presenting your MMC ID. No exceptions will be made.
3. The morning sessions of all exams will commence promptly at 10 AM, while the afternoon sessions will begin at 2 PM.
4. We urge all students to take their seats within the exam hall at least 5-10 minutes prior to the scheduled start time.
5. Latecomers will not be allowed to write the exam, so it's essential to plan your exam days accordingly.
6. We maintain a zero-tolerance policy for grievances and malpractices within the exam hall. Any violations will result in severe penalties. Please refrain from any dishonest actions.
7. For students who arrive without their MMC ID, please approach the exam cell officers at least 20-30 minutes prior to the exam to obtain a provisional/temporary ID Card. A fine of Rs. 30 will be applicable.
8. Leaving the exam hall before the conclusion of the exam is strictly prohibited.
9. Once inside the exam hall, we expect complete silence. Focus solely on your question paper and answer sheet, and avoid disturbing fellow students.
10. Please ensure that your cell phones are stored safely outside the exam hall and set to silent mode.
11. Once the exam has commenced, leaving the exam hall is not permitted. You may use a water bottle if needed.
12. For the model examinations, **please note that only answer sheets with the official college seal properly stamped will be accepted by MMC.** Make sure to acquire these from the college stationary outlet in advance.
13. Additionally, every answer sheet must bear the signature of the assigned invigilator for authentication.
14. Invigilators and exam squad members will be monitoring each student. We request your full cooperation with them.

Fr. Joshy V. Paramthottu CMI
Controller of Examinations

Fr. Issac P.J. CMI
Principal