MARY MATHA
COLLEGE OF ARTS & SCIENCE
MANAGED BY CMIS - THENI, PERIYAKULAM

mmccoe/2025/11/08/29 **11-08-2025**

MMC Instructions for Students

First Internal Examinations: August 2025

Dear Students,

As we begin our First Internal examinations on August 12, 2025, please be reminded of the following:

1. It is mandatory that all the students write the internal exams seriously.
2. No students are permitted to enter the exam hall without MMC ID.
3. Students are required to purchase their exam papers with college seal from our college stationery section.
4. All forenoon exams start at **10 AM** and all afternoon exams start at **2 PM**.
5. All students must occupy their seats within the exam hall at least 5-10 minutes before.
6. Late comers are not permitted to write the exam, hence plan your exam days accordingly.
7. Grievances and mal-practices during the exam hall are strictly prohibited and will be seriously punished. Please do not plan to do any wrong practices.
8. Students those who come without the MMC ID should meet the exam cell officers at least 20-30 minutes earlier to the exam to acquire a provisional /temporary ID Card. You will be fined **Rs. 20** for the same.
9. No students will be allowed to leave the exam hall before the exam finishes.
10. Once you enter the exam hall, strict silence must be observed. Just focus on your question paper and answer sheet and do not look around and disturb the other students.
11. Students should keep their cell phones safely outside the exam hall in the silent mode.
12. Once the exam starts, students are not permitted to go out of the exam hall. Water bottle can be used in case you need it.
13. Invigilators and exam squad members will be inspecting each student. Please cooperate with them.

Fr. Joshy V. Paramthottu CMI
Controller of Examinations

Fr. Issac P.J. CMI
Principal