

SUSHANT UNIVERSITY
Examinations Department

Notice: Summer Semester Examinations Jul-Aug 2026 - Guidelines for Students

24 July 2026

Attention: All Students taking the Summer Semester Examinations (SSE) Jul-Aug 2026

All students are requested to adhere to the following guidelines:

1. The Theory exams will be conducted daily from 27 July to 7 August 2026 in two shifts i.e. 10:00 AM to 12:00 Noon (10 AM to 1 PM for B.Pharm) and 1:30 PM to 3:30 PM (1:30 PM to 4:30 PM for B.Pharm) (unless specified otherwise) respectively. All Exam Schedules are available on SU Website (sushantuniversity.edu.in).
2. All theory Exams shall be held in Block D of the University (unless specified otherwise). Therefore, check the seating plan carefully. The room number & seating plan for the exam would be displayed at the entrance of D Block at least an hour before the start of the exam.
3. Students are required to be seated 10 minutes before the commencement of the exam. **No student will be permitted to appear in the exams after 10 minutes from the start of the examination.**
4. **Any discrepancy (fee issue, Exam ID/Admit Card misplaced etc.) on the part of the students must be resolved by students themselves with the help of the authorities within first 10 minutes of commencement of the examination, failing which they will not be permitted to appear in the examinations and the concerned student(s) shall only be responsible for any such kind of situation.**
5. All the students must have their **Examination Admit Cards along with valid Student ID cards** in order to **appear in the examinations**. In case you do not have a valid University ID then you will only be permitted if you are carrying, in original, either of the following – Aadhar Card, Driving License, PAN Card, Election ID Card, Passport. All other ID/Photocopies of IDs even if attested/scanned photo of IDs in the mobile phone will NOT be considered as valid ID Proof.
6. There is an attendance requirement as eligibility for the exam (in case of repeat category). Therefore, even though the COE may have approved your Admit Card and you can print it, but it does not mean that you are eligible to take the exam. You having the Admit Card only means that there are no pending dues against you and your document verification has been completed. Students not having the minimum attendance as required by the University shall be debarred from taking the SSE. Your School would share the debarred list with you in due course.
7. If the Examination Admit Card of a student is lost, a duplicate Examination Admit Card will be issued by the Examination Department only after the payment of Rs.300/- to the Accounts Department.
8. The students should not make noise/loiter around in the corridors, washrooms and other public utilities of the University during the Examinations. They should vacate the building immediately after their exams are over.
9. No student would be allowed to leave the exam hall for the first hour even if they have finished the paper.

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10. Writing anything on the question paper except the roll number will be treated as unfair means.

11. Acts of Unfair Means

The following shall be deemed to be the act of unfair means:

- (a) Talking to another candidate or any person, inside or outside the Examination Hall, during the examination without the permission of Invigilator(s).
- (b) Leaving the Examination Hall without handing over the answer book or any other specifically designed response sheet to the Invigilator(s) and taking away, tearing off or otherwise disposing off the same or any part thereof.
- (c) In possession of any textual material, Log Tables and Electronic Watches with facilities of calculators, printed or written material, bits of papers, mobile phones, Blue-tooth devices, pager, or any other electronic gadget/device, etc
- (d) Writing or sketching abusive or obscene expressions on the answer book or any other response sheet.
- (e) Deliberately disclosing one's identity or making any distinctive marks in the answer book for that purpose.
- (f) Concealing, destroying, disfiguring, swallowing, running away with, causing disappearance of or attempting to do any of these things in respect of any copying material, notes, paper or other material or device, used or in possession of a student for assistance or help in answering a question or a part thereof.
- (g) Approaching or influencing directly or indirectly a paper setter, examiner, evaluator, moderator, tabulator or printer or any other person connected with the University examination with the object, directly or indirectly, of influencing him to leak out the question paper or any part thereof, or stealing/procuring the question paper from any other source before the examination or to enhance marks, or favourably evaluate, or to change the award in favour of the candidate.
- (h) Any other action on the part of a student which in the opinion of invigilator(s)/COE is considered as a support to help the student in the examination.
- (i) Detailed Rules and Regulations pertaining to Unfair Means are available on SU Website under Ordinance – 05 at the link
<https://sushantuniversity.edu.in/uploads/pdf/First-Ordinance-of-Ansal-University.pdf> (for exception of this rule see point 12)

12. For the undergraduate programmes students taking theory exam of Semester One to Four under the Not Promoted Category Examination (NPCE), the exam would be 'Open book' in nature (unless specified otherwise) with the following conditions-

- a) Students would be allowed to carry one text book (not a Sushant University library book) in the exam.
- b) No solved question type books allowed (including 'kunji' etc)
- c) Nothing should be written inside the book – this would be deemed as UFM. However, students can highlight or underline in the book.

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- d) However, sharing of such books shall not be permitted and shall be construed as Unfair Means and booked under rules mentioned in Point 13 above. Possession of a SU library book shall be deemed as Unfair Means.
 - e) All other exams under any other category, including On-Demand exams would be closed-book exams. (Exception – B.Pharm – all exams from Sem 1 to 4 under all categories would be open-book)
- 13. Washroom break shall not be permitted for exams that are upto two hours duration.**
- 14. For Exams that are longer in duration than two hours the students cannot use the washrooms for the first two-hour and the last thirty minutes of the exam duration. Those who do need to go to the washroom have to sign the 'Student Movement Record Sheet' with 'in and out' timing. Students are allowed only five minutes, including coming and going, to use the washroom. Any student taking more than five minutes may be debarred from continuing the exam further.**

All the best for your examinations!



24/7/26



Anil Yadav
Controller of Examinations