

**SVKM's Narsee Monjee College of Commerce and  
Economics(Empowered Autonomous)  
Vile Parle (West), Mumbai – 400056**

1<sup>st</sup> January, 2026

**INSTRUCTIONS TO THE SYJC STUDENTS FOR  
SECOND PRELIMINARY EXAMINATION, JANUARY 2026**

- It is mandatory for the students to wear their identity cards. Roll number should be mentioned on the back side of the identity card with permanent marker.
- Occupy your seat 30 minutes before the commencement of examination in each subject.
- You are required to sit in the designated seat with your seat number pasted on it. Seating arrangement is displayed on the web site.
- **No mobiles to be carried in to the Examination centre.**
- **Do not bring any books, notes, annotations or scribbled papers or speak or communicate in any manner with any other candidate(s)/person(s) during the examination.**
- Mobile phones, smart watches or fitness band and other electronic gadgets are not allowed during the examination session. If you are found with any such gadget, you will be considered to have used 'Unfair Means' during the exam and strict action shall be initiated against you as per the Board Examination rules.
- Answer-book must be submitted to the invigilator, in person, before leaving the examination hall. Do not take any answer-book with you while leaving the examination hall or leave the answer book unattended on the Teacher's table.
- Do not leave the examination hall without taking the permission of the invigilator.
- No student will be allowed to leave the hall after the warning bell.
- Unused Exam stationery should be returned to the invigilator.  
Do not tear any part of the exam stationery.
- You are not allowed to borrow stationery items from other students while the exam is on.
- **If you are found indulging/involved in any of the unfair means, you will have to face the consequences of the same. Strict action**

**will be taken against students found copying or adopting any kind of malpractice during the exams as per Board Examination rules.**

- You cannot bring your bag in to the exam room while the exam is still in session. You are required to carry your stationery out and collect your bag after completing the exam.
- The college is not responsible for any loss of valuables.
- In case of poor health please inform the authorities instantly.



**Mrs. Bhavana Menon**  
**Vice Principal**



**Dr. Parag Ajagaonkar**  
**Principal**