



**NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH
TADEPALLIGUDEM - 534101**

ABOUT HALL TICKET, SEATING ARRANGEMENT & IMPORTANT INSTRUCTIONS
(for candidates shortlisted for written examination)

1. The medium of question paper is **ENGLISH** only.
2. The skill test (if applicable) and interview for the shortlisted candidates will be scheduled after few days from the date of examination. Further, the names of shortlisted candidates in the written examination will be published on the institute website.
3. The candidates appearing for the examination must **bring their original valid Hall Ticket and also one of the following original Photo Identity card (Aadhaar card/ Voter ID card/ Passport/ Driving License/ PAN card/ Ration card)** for verification purpose. Otherwise he/she shall not be allowed to appear for the examination under any circumstances.
4. The candidates **need not bring their original certificates** on the day of written examination. There shall be no certificate verification or skill test/ interview on the day of examination.
5. **Hall Ticket Instructions (MOST IMPORTANT):**
Candidates should **download Hall Tickets from 19.02.2019** onwards through a link provided in institute website: <http://www.nitandhra.ac.in/main/nt>. The candidate must produce the hall ticket(s) after affixing recent passport size color photograph and **duly attested by gazetted officer with seal** during the examination as per following instructions:

a) Candidates shortlisted for single position and appearing for examination:

A candidate shortlisted for **single position** should download respective Hall Ticket and appear for examination as per schedule along with his/her Hall Ticket.

b) Candidates shortlisted for multiple positions and appearing for examination under same slot:

A candidate shortlisted for **multiple positions** under **same slot** should download multiple Hall Tickets pertaining to all shortlisted positions categorized under respective slot (refer example given below). Further, candidate should carry all Hall tickets to the Examination Hall.

Example 1: If a candidate is shortlisted for both “Technician” and “Senior Work Assistant” in slot 1, he/she should download Hall Tickets pertaining to both positions i.e., “Technician” and “Senior Work Assistant”. He/she should appear with both hall tickets for examination in slot 1 i.e., for Exam Paper Code “QP-I” as per schedule.

Example 2: If a candidate is shortlisted for both “Junior Assistant” and “Stenographer” in slot 10, he/she should download Hall Tickets pertaining to both positions i.e., “Junior Assistant” and “Stenographer”. He/she should appear with both hall tickets for examination in slot 10 i.e., for Exam Paper Code “QP-X” as per schedule.

c) **Candidates shortlisted for multiple positions and appearing for examination under different slots:**

A candidate shortlisted for **multiple positions** under **different slots** should download multiple Hall Tickets pertaining to all shortlisted positions categorized under respective slots (refer example given below). Further, candidate should carry respective Hall ticket pertaining to that slot only to the Examination Hall.

Example 1: If a candidate is shortlisted for positions “Technician” in slot 1 and “Junior Engineer” in slot 4, he/she should download Hall Tickets pertaining to both positions i.e., “Technician” in slot 1 and “Junior Engineer” in slot 4. He/ she should appear for Exam Paper Code “QP-I” with “Technician” Hall Ticket in slot 1 as per schedule. Also, he/ she should appear for Exam Paper Code “QP-IV” with “Junior Engineer” Hall Ticket in slot 4 as per schedule.

Example 2: If a candidate is shortlisted for positions “Assistant Registrar” in slot 7 and “Superintendent” in slot 9, he/she should download Hall Tickets pertaining to both positions i.e., “Assistant Registrar” in slot 7 and “Superintendent” in slot 9. He/she should appear for Exam Paper Code “QP-VII” with “Assistant Registrar” Hall Ticket in slot 7 as per schedule. Also, he/ she should appear for Exam Paper Code “QP-IX” with “Superintendent” Hall Ticket in slot 9 as per schedule.

6. **Seating plan instructions (MOST IMPOTANT):**

a) **Candidates shortlisted for single position and appearing for examination:**

A candidate shortlisted for **single position** will sit in the designated place against their hall ticket number in the examination hall. The detailed seating plan will be displayed at the main entrance of examination centre on the day of examination.

b) **Candidates shortlisted for multiple positions and appearing for examination under same slot:**

A candidate shortlisted for **multiple positions** under **same slot** should appear only for one examination scheduled in same slot/timings. In such case, his/her all hall ticket numbers against multiple shortlisted positions will appear in the seating plan in that slot. However, **he/she can sit at any one of the designated place as per his/her choice** across the examination halls in that slot. In such case, the candidate attendance status is treated to be “present” for all examinations scheduled in that slot. The detailed seating plan will be displayed at the main entrance of examination centre on the day of examination.

Example: If a candidate (**Rakesh**) is shortlisted for both “Technician” and “Senior Work Assistant” in slot 1, he will possess two Hall Tickets with Hall Ticket No. **1234** for position “Technician” and Hall Ticket No. **6789** for position “Senior Work Assistant”. Then hall ticket number “1234” will appear in Room No: 111 and also hall ticket number “6789” will appear in Room No: 222. Now candidate “**Rakesh**” can sit either in Room No: 111 or Room No: 222 as per his choice. In case, if he sits in Room No: 111 his attendance status in Room No: 222 will also be considered as “present”.

c) Candidates shortlisted for multiple positions and appearing for examination under different slots

A candidate shortlisted for **multiple positions** under **different slots** will appear for multiple examinations scheduled in different slots. Then he/she will sit in the designated place against their hall ticket number in examination hall during respective slots. The detailed seating plan will be displayed at the main entrance of examination centre on the day of examination.

7. **Any request for change in the date of examination(s) will not be entertained.** The Institute reserves the right of cancelling the candidature of any candidate found indulging in any malpractice i.e. hiding any material information, misrepresentation of facts or canvassing for candidature. All such candidates are liable to be debarred from this examination as well as future examinations; in addition, an appropriate legal action may be taken by the Institute.
8. Candidates are being allowed to appear for the written examination **provisionally** subject to the final verification of Mark Sheets/Degree/Certificates, validity of Certificates/Mark sheets, etc later on.
9. Mere appearance in the Written Examination or qualifying in the Examination does not entitle a candidate to be considered for selection unless he/she fulfils the eligibility conditions along with performance in skill test (as applicable) and Interview. If any applicant is inadvertently allowed to appear for the Examination who otherwise does not fulfill the minimum eligibility requirements, he/she cannot, at a later date, use that as a right to claim that he/she meets the eligibility requirements. The Institute reserves the right not to allow a candidate for selection if it is found that:
 - a) Minimum eligibility requirements are not fulfilled.
 - b) False documentation has been done
 - c) Any other similar valid reason.
8. **No TA/DA shall be paid for appearing the written examination or skill test or Interview.**
9. **No Candidate shall be allowed** into the Examination Hall once the examination commences.
10. **No Candidate shall be allowed** to leave the Examination Hall till the end of Examination.
11. There is no provision to provide or permit a 'writer' in the Examination, except proper PwD candidate as per the guidelines.
12. The Candidates shall be checked for any resource materials frequently and randomly by the Invigilators and Examination staff, routinely and also on the slightest doubt.
13. **Calculators/watch calculators, electronic diary, pager, mobile phones, earphones, alarm clock, digital watches with memory, slide rule, etc. are not allowed into the examination hall. Also, carrying of licensed weapons, fire arms, tools which can be used as lethal weapons are not allowed into the examination hall.**

14. The Examination of a candidate shall be cancelled in case of any of the following actions by a candidate:

- a) Possessing relevant or irrelevant resource material or loose paper or, lying on or around his/her seat, Possession of any unauthorized instrument or equipment as mentioned in point (13), Communication of information in writing or verbally or exchange of Question Booklet/Answer Sheets to and from any other person during the Examination period and any other malpractice amounting to obtaining undue advantage, Writing anything on the Hall ticket, Any alterations or corrections in the entries made by a candidate in Question Booklet and OMR Sheet [Hall ticket Number in words & figures and OMR sheet no. in Question Booklet and Hall ticket Number, Question Booklet no. and Booklet Series (if any) in OMR sheet] but not duly verified by the invigilator concerned, Non-matching of signature made at the time of Examination with that already done at the time of filling of Application Form.
- b) Tampering with the Hall ticket including that of the photograph, Face not resembling the photograph on the Hall ticket, Not occupying the allotted seat, Tampering/disturbing the seating arrangements, Smuggling-out or smuggling-in Question Booklet in part or in full, or Examination material, or any resource material connected with the Examination, Making any attempt to influence the Institute authorities directly or indirectly, disturbing or trying to disturb the Examination, Noting down the questions or their answers, Shouting of slogans or creating unruly scene at the examination hall/examination centre/Institute campus.

15. Impersonation is a legally punishable offence: No Candidate will be permitted to appear in the Examination without a valid Hall ticket. The Hall ticket should be presented to the invigilators/other authorized officials for verification. The candidate's identity will be verified in respect of his/her details on the Hall ticket. If the identity is in doubt, the candidate may not be allowed to appear in the Examination. The authorities may at their discretion provisionally permit the candidate to appear in the Examination after completing formalities including taking of thumb impression/several signatures for further verification. No extra time will be granted for these formalities to be completed.

16. Suppression/concealment of information: The candidate must ensure that he/she is eligible to appear for the Examination. If it is detected at any stage that he/she did not fulfill the minimum qualifications, or, there was something against the candidate or, the candidate has provided false information or no information about his/her previous involvement in an act punishable under law or act of gross misconduct and indiscipline, then his/her candidature shall not be considered.

17. No scrutiny/re-evaluation of answer sheet of EXAMINATION is allowed in any case at any stage.

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