



## Admit Letters for JAIB/DBF MAY/JUNE 2024 Examination

## Candidate Details

Membership / Registration No. : 700032088

CHUNDURI CHANDRA SEKHAR DOB: 10-04-1997

5 102 GAJULA STREET  
PANGULURU  
J PANGULURU  
BAPATLA  
PINCODE: 523261

Chandra Sekhar

MOBILE/ELECTRONIC/SMART  
GADGETS ARE NOT ALLOWED  
IN EXAMINATION HALL

Subject Name	Medium	Date	Time®	Venue Code	Seat Number *	Verification Stamp
INDIAN ECONOMY & INDIAN FINANCIAL SYSTEM	ENGLISH	25-May-2024	8.30 AM	416005A		
PRINCIPLES & PRACTICES OF BANKING	ENGLISH	26-May-2024	8.30 AM	416005A		
ACCOUNTING & FINANCIAL MANAGEMENT FOR BANKERS	ENGLISH	02-Jun-2024	8.30 AM	416005A		
RETAIL BANKING & WEALTH MANAGEMENT	ENGLISH	08-Jun-2024	8.30 AM	416005A		

\*Seat No. will be allotted at examination hall @ Refer Reporting Time in the Important Instructions

#Candidates are advised to check Institute's Website, a day before the Examination Date, for any Information/Notice or Change in Examination Venue.

Venue Code	Venue Address#
416005A	NEW POLYTECHNIC KOLHAPUR RS NO 264 SHANTINAGAR UCHGAON PURVE SHANTINAGAR KOLHAPUR MAHARASHTRA 416005

In case of any queries regarding venue, please dial 1800 419 2929 and press option 7.(available on exam day and previous day only). For all other queries email to [care@iibf.org.in](mailto:care@iibf.org.in)

(Kindly go through the instructions carefully, print all pages and carry the same to the examination venue)

## Login Credentials:

LOGIN ID : Your Membership/Registration No. as mentioned above.

Exam Password : X3HP89



**1. TIMINGS TO BE ADHERED BY THE CANDIDATES :**

Activities & Timings	Batch 1	Batch 2	Batch 3
Candidate Reporting at the venue of examination	8.00	10.45	1.30
Candidate Entry to computer Lab	8.00 to 8.15	10.45 to 11.00	1.30 to 1.45
Gate Closing	8.15	11.00	1.45
Candidate Login start time for sample test	8.20	11.05	1.50
Exam Start Time	8.30	11.15	2.00
Exam Close Time	10.30	1.15	4.00

- Candidates are required to report to the Examination Venue as per the timing mentioned above. **No candidate/s will be permitted to enter the Examination Venue/hall after the gate closing time for any reason whatsoever. Institute has instructed the examination conducting authorities of all the venues to strictly follow the timelines.**
- No candidate will be permitted to leave the hall in the first 60 minutes from the scheduled start time of the examination.**

**2. ADMIT LETTER OF EXAMINATIONS :**

- Candidates are required to produce printed copy of admit letter along with Membership identity card or any other valid photo ID card in original (Aadhaar card/ Employer's card/PAN Card/Driving License/Election voter's card/Passport etc.) at the examination venue.
- In the absence of printed copy of Admit Letter and Original Photo Identity Card, candidates will be denied permission to write Examination.**
- Admit letter is valid only for the examination, date/s and centre/venue mentioned in the admit letter.

**3. Frisking :**

- Examination conducting authorities may do the frisking of candidates before entry to the examination hall/venue, to ensure that candidates do not carry items like mobile phone, any electronic/smart gadgets, other items which are not allowed in the examination hall. Candidates are required to co-operate with the examination conducting authorities. Candidates who do not co-operate for frisking activity will be denied entry to the examination hall/venue.

**4. Mobile Phones :**

- Mobile phones and other electronic/smart gadgets (except calculator as permissible) are not allowed in the examination hall. It is clarified that mere possession of mobile phone and other electronic/smart gadgets in the examination hall whether in switch off mode or silent mode shall also be deemed to be resorting to adoption of unfair means in the examination.
- Institute will not make any arrangement for safe keep of Mobile Phones, electronic/smart gadgets, bags or any other item pertaining to the candidates.**

**5. Use of calculator :**

- Candidates will be allowed to use battery operated portable calculator in the examination. The calculator can be of any type up to 8 functions i.e. (Addition, Subtraction, Multiplication, Division, Percentage, Sq.-root, Tax+ and Tax -), 12 digits.
- Attempt to use any other type of calculator not complying with the specifications indicated above or having more features than mentioned above shall tantamount to use of unfair means. Scientific/Financial calculator is not allowed.

**6. Provisional Score Card/Result :**

- After submitting of the question paper provisional score card/result will be displayed on the computer screen.**
- Candidate can download provisional score card from the website by 3-4 days from Institute's website.

**7. Scribe Guidelines :**

- The candidate should make online application on website [www.iibf.org.in](http://www.iibf.org.in) about such requirement and obtaining permission at least 10 days before the commencement of the examination (This is required to make suitable arrangements at the examination venue). Candidate is required to follow this procedure for each attempt of examination in case the help of scribe is required. For more details pls refer the Institute website for complete guidelines.

**8. Rules, Penalties in case of Misconduct /Unfair Practices :**

- Candidates would be able to login to the system only with the password mentioned in the Admit Letter. This password should not be disclosed to others. Keep it safe to avoid the possible misuse.
- Candidates should ensure that they sign the Attendance Sheet.
- Candidates are required to strictly follow all the instructions given by the examination conducting authority during the examination and adhere to Rules of the examination.
- Candidates are not permitted to logout/switch-off the computer for the sake of going to washroom and if they log out/switch-off NO re-login, will be permitted. Further the candidates are advised that the time taken for going to the washroom would be inclusive of the duration of two hours permitted to them to answer the question paper.
- In case candidates go to the washroom, attendance should again be taken for such candidates.
- Candidates should not possess and / or use books, notes, periodicals, etc. in the examination hall at the time of examination / or use mathematical tables, slide rules, stencils etc. during the examination
- Communication of any sort between candidates or with outsiders is not permitted and complete silence should be maintained during the examination.
- Copying answers from other candidates/other printed/Electronic material or permitting others to copy or consultation of any kind will attract the rules relating to unfair practices in the examination.
- No candidate shall impersonate others or allow others to impersonate himself/herself at the examination.
- No candidate shall misbehave/argue with the Examination Conducting Authorities at the centre.
- Candidates have to compulsory return any papers given including that given for rough work to invigilator.
- If the examination could not commence on scheduled time or there is delay due to Failure of power, Technical snag of whatsoever nature or for any such reason having bearing upon the conduct of examination; candidates have to :-
  - Wait till resumption of power supply/solving of technical snag.
  - Take-up the examination at other venue arranged by the examination conducting authority.
  - Follow instructions given by the examination conducting authority.
- For all examinations printed result advices (original as well as duplicate) will not be issued but the same will be available on the Institute website [www.iibf.org.in](http://www.iibf.org.in) in printable form once the result are declared. Candidates are requested to download the same.
- Candidates should not write Questions/Options etc. on the Admit Letter or use it like rough sheet. If Candidate is found doing so, he/she shall be deemed to be resorting to adoption of unfair means in the examination.
- This examination is confidential. It is made available to the candidates solely for the purpose of assessing qualifications in the discipline referenced in the title of this examination. Candidates are expressly prohibited from disclosing, publishing, reproducing, or transmitting the questions/options of the examinations, in whole or in part, in any form or by any means, verbal or written, electronic or mechanical, for any purpose, without the prior express written permission from IIBF. Candidates found doing so, shall be considered as unlawful act and attract the rules relating to unfair practices.**  
Violation of any of the Rules / Instructions, misuse of the Admit Letter will be considered to be an act of serious misconduct and the Institute will take action as per the Rules of the examination, which will also be reported to the employer of the candidate.  
**PLEASE REFER INSTITUTE'S WEBSITE UNDER THE MENU "EXAM RELATED" FOR DETAILS OF DEBARMENT PERIOD FOR: UNFAIR PRACTICES ADOPTED BY CANDIDATES DURING CONDUCT OF INSTITUTE'S EXAMINATIONS.**

