



TAGORE INTERNATIONAL SCHOOL EAST OF KAILASH, NEW DELHI

TIS/CIR/42/24-25

CIRCULAR: CLASSES IV & V

10 September 2024

GENERAL GUIDELINES FOR EXAMINATIONS (2024-2025)

Dear Parents

With the Mid-term exams round the corner, we request you to go through the general guidelines for examination with your ward.

Components of the Question Paper:

SUBJECT	DURATION	MARKS
English/Hindi /EVS/Math	2 Hours	50

- The question paper will consist of multiple-choice questions, objective-type questions, case-based/source-based questions and subjective questions.
- The teachers have shared the sample papers on the class Google groups. Please make your ward practice the questions from it.
- Teachers will also be practicing those questions with the students during revision classes.

During the examination, the students should:

- write their name, class, roll number, and subject carefully and neatly on the answer sheet.
- write their name and roll no on the question paper.
- read the general instructions carefully and answer questions as per the instructions.
- check the question paper for the total number of pages and the total number of questions. Ensure that no page or question is missing from the question paper.
- attempt all the questions.
- ensure that they put the correct question number while answering them.
- ensure that they leave one line after every answer to clearly distinguish one answer from the other.
- not write anything except the name and roll number on the question paper. Doing calculations or writing any other words on the paper will result in negative marking.
- should read the questions in the reading time and manage their time well
- not spend too much time on any question.
- keep the last 15 minutes for REVISION. Check that they have attempted all the parts and subparts of each question.
- tie the supplementary sheet/ map carefully with the answer sheet and enter the number of supplementary answer sheets used, in the given column in the main answer sheet.
- bring their own stationery for the examination. Borrowing of stationery or any other material during the examination is not permitted.

PLEASE NOTE:

The students should:

- not make any attempt to cheat in the exam.
- check their desk, pencil box, and pockets for any written material left in them by mistake.
- not talk, whisper, or make any gestures or any other form of verbal or non-verbal communication during the exam. Such actions will be considered as having the intention to cheat.

A student who resorts to any kind of malpractice during the examination will be awarded ZERO for that particular subject and appropriate action will be taken. NO request will be entertained for showing any leniency regarding such cases.

Warm regards

(Samira Gulati)
DEAN ACADEMICS