

Reference No : _____

Date : _____ June 2019

To,
The Controller of Examinations
Northwest Accreditation Commission, USA, Regional Office in India
309-310, 3rd floor, R G Trade Towers, Netaji Subhash Place,
New Delhi – 110034 (India)

UNDERTAKING FOR CONDUCT OF EXAMINATIONS

1. I. _____ (name of the Chairman) Son/Daughter of Mr/Ms. _____ (Name of the Father) resident of _____ (address), do hereby affirm and solemnly declare as under:

- (a) That I am the owner / legally authorised to own/possess the premises namely _____ (address of the premises) and use it as 'Examination Centre' from 07 June 2019 to 15 June 2019 (**please attach address proof**).
- (b) That only those candidates having Hall Ticket and Identity Proof will be allowed to enter into the Examination Centre.
- (c) That no candidate will be allowed to enter into the Examination Centre after 30 minutes of the time of commencement of the examination.
- (d) That candidate in possession of Cellular Phone, Mobile Phone, Pager or any Communication Device / Books / Notes and Weapons will not be allowed in the Examination Centre.
- (e) That Instructions of the '**Examination Centre Head**' will be final and binding on all the candidates and any violation or non-compliance of the same will attract disqualification or suspension of the candidates for one or all the examination as the case may be.
- (f) That abusive or derogatory behaviour in the 'Examination Centre' will not be tolerated and any candidate found guilty of the same will be disqualified. Such candidates may also be disqualified for appearing for subsequent examinations.
- (g) That candidate (s) found guilty of using unfair means will be expelled from the 'Examination Centre' immediately and may also get debarred/disqualified for appearing in the subsequent examinations temporarily or permanently at the discretion of the 'Examination Centre Head'. The following will qualify for unfair means but not only limited to:-
 - (i) Copying or attempt to copying answers of other candidate (s) or helping other candidates to copy answers.
 - (ii) Copying or attempt to copying from any written material in possession of the candidate.
 - (iii) Consulting or seeking other candidate (s) help verbal or non verbal or creating disturbance in the Examination Centre.
 - (iv) Impersonation – appearing or writing in the exam for someone else.
- (h) That Instructions of the 'Examination Centre Head' concerned will be final and binding on all candidates.
- (i) That all Supervisors/Invigilators will be responsible and report to the 'Examination Centre Head'. The Centre Head will be responsible and report to the 'Controller of Examinations' at the NWAC, USA, Regional Office in India. Decision of the Controller of Examinations for all matters related to the conduct of the examinations will be **FINAL** and **BINDING**.
- (j) That I shall conduct the exams strictly as per the '**Guidelines : Conduct of Examinations**' issued by NWAC, Regional Centre.
- (k) That I shall conduct the examination strictly according to the '**Guidelines : Conduct of Examinations**' and any other instructions with this regards issued/notified from time to time in the website www.seriindia.org or otherwise by NWAC, USA Regional Office. I hereby further affirm and confirm that I shall be solely held responsible if anything contrary to the above or the guidelines happen in this Examination Centre.

2. My Government identity proof is attached herewith.

Yours Sincerely,

Signature
(Name)
Designation