

Procedure for Investigation in Case of Malpractices

- *The candidate may be served a show cause notice and made aware of the charges / allegations reported against him to prepare his / her defence at the time of his / her appearance before the Unfair Means Inquiry Committee and informing him / her thereby, of the proposed action to be taken in his / her case with a request to reply to the show cause notice as to why the action proposed under it should not be taken against him / her.*
- *The reply received by the Committee from the candidate when he / she appears before it, will be considered by the Committee and the final recommendation in the matter be made.*
- *The punishment finally awarded can be equal to or less than what is mentioned in the show cause notice, but not more than what is mentioned therein.*
- *The College Unfair Means Inquiry Committee is a recommendatory body. The Principal has to exercise his / her power.*

The broad categories of unfair means resorted to by students at the University / College / Institution examinations and the quantum of punishment for each category thereof.

Courses

Sr. No.	Nature of Malpractice	Quantum of Punishment
1	Possession of copying material.	Annulment of the performance of the student at the University or College or Institution examination in full. Note: This quantum of punishment shall apply also to the following categories of malpractices at Sr. No. (2) to Sr. No. (12) in addition to the punishment prescribed thereat.
2	Actual copying from the copying material.	Expulsion of the students from University or College or Institution examination for one additional examination.
3	Possession of another student's answer-book.	Expulsion of the student from University or College or Institution examination for two additional examinations (Both the students).
4	Possession of another student's answer-book + actual evidence or copying therefrom.	Expulsion of the student from University or College or actual evidence or Institution examination for two additional examinations (Both the students).

Sr. No.	Nature of Malpractice	Quantum of Punishment
5	Mutual / Mass copying.	Expulsion of the student from University or College or Institution examination for two additional examinations.
6	I. Smuggling-out or smuggling-in of answer book as copying material.	Expulsion of the student from University or College or Institution examination for two additional examinations.
	II. Smuggling-in of written answerbook based on the question papers set at the examinations.	Expulsion of the student from University or College or Institution examination for two additional examinations.
	III. Smuggling-in or written answer book and forging signature of the Jr. Supervisor thereon.	Expulsion of the student from University or College or Institution examination for four additional examinations.
7	Attempt to forge the signature of the Jr. Supervisor on the answer book or supplement.	Expulsion of the student from University or College or Institution examination for four additional examinations.
8	Interfering with or counterfeiting of University / College / Institution seal or answer book or office stationary used in the examinations twice used thereat.	Expulsion of the student from University or College or Institution examination for one additional examination.
9	Answer book, main or supplement written outside the examination hall or any other insertion in the answer book.	Expulsion of the student from University or College or Institution examination for four additional examinations.
10	Insertion of currency notes to bribe or attempting to bribe any of the person/s connected with the conduct of examinations.	Expulsion of the student from University or College or Institution examination for four additional examinations. Note: This money shall be credited to the Vice-Chancellor's Fund.
11	Using obscene language / violence threat at the examination centre by a student at the University / College / Institution examination to Jr. / Sr. Supervisors / Chief Conductor or Examiners.	Expulsion of the student from University or College or Institution examination for four additional examinations.

Sr. No.	Nature of Malpractice	Quantum of Punishment
12	a. Impersonation at the University / College / Institution examination.	Expulsion of the student from University or College or Institution examination for five additional examinations (Both the students if impersonator is University or College or institute student).
	b. Impersonation by a University / College / Institute student at S.S.C. / H.S.C. / any other examinations.	Expulsion of the student from University or College or Institution examination for five additional examinations.
13	Revealing identity in any form in the answer written or in any other part of the answer book by the student at the University or College or Institution examination.	Annulment of the performance of the student at the University / College / Institution examination in full.
14	Found having written on palms or on the body or on the clothes while in examination.	Annulment of the performance of the student at the University / College / Institution examination in full.
15	All other malpractices not covered in the aforesaid categories.	Annulment of the performance of the student at the University / College / Institution examination in full and severe punishment depending upon the gravity of the offence.
16	If on previous occasion a disciplinary action was taken against a student for malpractice used at the examination, in this event he / she shall be dealt with severely enhanced punishment can be imposed on such students. This enhanced punishment may extend to double the punishment provided for the offence, when committed at the second or subsequent examination.	
17	Practical / dissertation / project report examination- Student involved in malpractices at the practical / dissertation / project report examinations shall be dealt with as per the punishment provided for the theory examination.	
18	The competent authority, in addition to the above mentioned punishments may impose a fine on the student declared guilty.	

Note: The term "Annulment of performance in full" includes performance of the student at the theory as well as annual practical examination, but does not include performance at term work, project work with its term work, oral or practical and dissertation examinations unless malpractice used thereat.