

REGULATIONS GOVERNING THE MALPRACTICES BY THE STUDENTS DURING INTERNAL TESTS AND FINAL EXAMINATIONS.

Every student appearing for the Examinations (CIE and SEE) is liable to be charged with committing malpractice(s), if he/she is observed as committing any one or more of the following acts:

	a.	Misbehavior with officials or any other kind of rude behavior in or near the Examination Hall and using obscene or abuse language.
	b.	Writing on the Question Paper and/or passing on the same to other student(s) in the Examination Hall.
	c.	Disclosing his/her identity by writing any words, by making any peculiar marks, or by writing USN on the pages other than the facing sheet in the answer scripts.
	d.	Possession of electronic gadgets like mobile phones, programmable calculator, pen-drive or such other /storage devices in the Examination Hall.
	e.	Communicating with any other student(s) or any other person(s) inside or outside the Examination Hall with a view to take assistance or aid to write answers in the examination.
	f.	Copying from the material or matter or answer(s) of another student or from similar aid or assistance rendered by another student within the Examination Hall.
	g.	Making any request of representation or offer of any threat for inducement or bribery to Room Superintendent and/or any other official for favours in the Examination Hall or in the answer script.
	h.	Approaching directly or indirectly the teaching staff, officials or examiners or bring about undue pressure or influence upon them for favour in the examination.
	i.	Smuggling out or smuggling in the answer script pages or supplementary sheets or tearing them off and/or inserting pages written outside the examination hall into the answer scripts.
	j.	Receiving material from outside or inside the Examination Hall, for the purpose of copying (inclusive of electronic communication).
	k.	Bringing into the Examination Hall or being found in possession of portions of an unauthorized book, manuscript, or such other material or matter in the Examination Hall.
	l.	Copying or taking aid from any material or matter referred to in sub- clauses (j & k) above to answer in the examinations.
	m.	Impersonating or allowing any other person to impersonate to answer in his/her place in the Examination Hall.
	n.	Committing any other act or commission or omission intending to gain an advantage or favor in the examination by misleading, deceiving or inducing the examiner or official.

	o.	Having in one's possession any written matter on scribbling pad, calculator, palm, hand, leg or any other part of the body, hand kerchiefs, clothing, socks, instrument box, identity card, scales electronic gadgets etc.,
	p.	Destroying any evidence of malpractice, like, tearing or mutilating the answer script(s) or running away along with the answer script(s) from the Examination Hall.

PUNISHMENTS

1.	The student(s) booked under Malpractice shall be allowed to write the subsequent papers. Having allowed to appear for the papers after booking the case under Malpractice, the student/ shall have no claim over the performance of the subsequent papers. The answer scripts of those students booked under Malpractice shall be evaluated and the results shall be kept in abeyance, until such time as the Academic Council clears the recommendations of the MEC.
2.	<p>When, a student is booked under Malpractice(s), the DCS shall strictly adhere to following steps:</p> <ol style="list-style-type: none"> 1. Debar the student from writing that particular paper, in which he/she has been booked under alleged Malpractice. 2. Issue a memo instructing the student to attend the meeting of the Malpractice Cases Consideration Committee as per instructions of the COE. 3. Send the answer script of that particular paper directly to the Office of the COE, along with other relevant documents. It shall be super scribed on the left hand corner of the facing sheet as M P C. There shall not be an indication of MPC on the pages other than the facing sheet of the answer script. 4. Do not confiscate the Hall Ticket. 5. Permit the student to write the subsequent papers of the examinations, if any, and such answer scripts shall be sent to the COE along with other answer scripts, without being marked as MPC anywhere.

GUIDELINES FOR RECOMMENDING PENALTIES & PUNISHMENTS

The Guidelines for recommending penalties and punishments to the students involved in Malpractices during Semester End Examinations (SEE) shall be as given below in tabular form:

Sl. No.		Nature of Malpractice		Penalty / Punishment to be imposed
1	I.	Misbehavior with officials or any kind of rude behavior in or near the Examination Hall using obscene or abusing language.	a.	<i>Fine not less than Rs. 2000/-.</i>
	II.	Writing in the Question paper / Admission Ticket & or passing to the other student in the Examination Hall.	b.	<i>Denial or benefit of performance of that Particular paper in which the student is booked under Malpractice.</i>

	III.	Disclosing identity by writing any works or USN on the pages other than the facing sheet in the answer scripts while answering	c.	<i>Denial of benefit of performance of that particular Examination (all the subjects for which the student has registered for the examination).</i>
	IV.	Possession of Electronic devices like mobile, Programmable Calculator, Pen-drive and any other electronic devices / storage devices in the examination hall.	d.	<i>Debarring the student from appearing for one more subsequent examinations.</i>
	V.	Communicating with any student or any other person inside or outside the examination hall with a view to take assistance or aid to write answers in the examination. Having any written matter on scribbling pad, Calculator, Palm, Had, Leg, hand kerchiefs, Clothes, Socks, instrument box, Identity card, Hall ticket, Scales etc.,)	e.	<i>Debarring the student from appearing for two more subsequent examinations.</i> <i>The MEC shall recommend the punishments based on the severity of the case and the severity of the case shall be recorded.</i>
	VI.	Destroying any evidence of Malpractice, tearing or mutilating the answer script from the examination hall or premises.	f.	<i>Debarring the student from appearing for three more subsequent examinations.</i>
2	I.	Copying from the material or matter or answer of another student or similar aid or assistance is rendered to another student within the Examination Hall.	a.	<i>Denial of benefit of performance of that Particular paper in which the student is booked under Malpractice.</i>
	II.	Making any request of representation or inducing to bribery to Room Superintendent or and any other official or office of the University / College for favors in the examination hall or to the Examiner in the answer script.	b.	<i>Denial of benefit of performance of that particular examination (all the subjects for which the student has registered for the examinations).</i>
	III.	Approaching directly or indirectly the teachers, officers, officials or examiners or bring about undue pressure or undue influence upon them for favour in the examination.	c.	<i>Debarring the student from appearing for one more subsequent examinations.</i>
	IV.	Smuggling out or smuggling in or tearing off of the answer script sheets or supplementary sheets or inserting papers written outside the examination hall into the answer book.	d.	<i>Debarring the student from appearing for two more subsequent examinations.</i>
	V.	Receiving material for copying from outside or inside the examination hall.	e.	<i>Debarring the student from appearing for three more subsequent examinations.</i>
	VI.	Bringing into the examination hall or being found in possession of portions of a book, manuscript or such other material or matter to be brought into the examination hall.		<i>The MEC shall recommend the punishments based on the severity of the case and the severity of the case shall be recorded.</i>
	VII.	Copying or taking aid from any material or matter referred to in sub-clause V (I & m) to		

		answer in the examinations.		
	VIII.	Having any written matter on scribbling pad, calculator, Palm, Hand, Leg, hand kerchiefs, Clothes, Socks, Instrument Box, Identity Card, Hall Ticket, Scales etc.,)		
	IX.	Destroying any evidence of Malpractice, tearing or mutilating the answer script or running away along with the answer script from the examination hall or premises.		
	X.	Committing any other act or omission intending to gain an advantage or favor in the examination by misleading, deceiving or inducing the examiner or officers or authorities of the University / College.		
3.		Repeated Indulging in Malpractice.	a.	<i>Denial of benefit of performance of that particular examination (all the subjects for which the student has registered for the examinations.)</i>
			b.	<i>Debarring the student from appearing for subsequent examination extending up to three more examination.</i>
4.	I.	Impersonating or allowing any other person to impersonate to answer in his / her place in the examination hall.		<i>Rusticate the student from Institution.</i>
	II.	Threatening with weapons or any other means to the Room Superintendent, Members of the Squad members, Officers / Officials of the Examination Centers / University.		<i>In case of impersonation, both the student concerned shall be handed over to the police by the Chief Superintendent with an intimation to the University/COE.</i>