



## NOTIFICATION

The following rule to handle the use of Unfair means during various examinations of UG and PG students at RGIPT are formulated for notice and compliance of all concerned. The guideline will be effective from 2019-20 academic year, odd semester onwards for all the examinations.

If a student is found to have adopted or suspected of adopting unfair means during or after the examination that provides him/her undue advantage in matter of performance over fellow students, the following action shall be taken by the Institute to uphold the sanctity and integrity of the examination system and credibility of the Institute.

- All cases of use of unfair practices during examination may be reported by the invigilator/course convener or any person to the Dean Academic affairs for consideration.
- In the event of detection of use of unfair mean by any student during examination, the invigilator shall report the matter to the Examination incharge in the prescribed form clearly stating the mode of use of unfair mean and attaching the written/printed material along with the form if found in possession of the student during the examination. The other invigilators present in the examination hall shall witness the reported use of unfair mean.
- The invigilator shall take the answer book provided to the student and store the same for record purposes and provide another answer book to write the remaining answers
- The Examination incharge shall submit the (1) report by the invigilators on alleged use of unfair mean (Annexure I), (2) documentary evidence such as printed or handwritten matters found in possession of the concerned student, (3) answer book of the student and (4) the written declaration from the student (Annexure II) in a sealed envelope to the Dean Academic affairs for further action
- The Dean Academic affairs being the Chairman of the Unfair Means Committee (UMC) will deliberate with the members of the UMC in a meeting preferably to be held within two working days from the day of report received and propose suitable punishment to the student as elaborated in Table below.

- Any other reported matter of unfair means and plagiarism in an examination shall be brought to the notice of the Unfair Means Committee for examination and recommendation of suitable punishment.
- The recommendation of the UMC shall be presented before the Director for approval. The Director on his/her wisdom or discretion may reduce or pardon the student. In such cases, the decision of the Director shall be final.
- The student punished for use of unfair mean in a semester however will be eligible for registration in the higher semester if otherwise qualified for the same.

Yours Sincerely,

U. Ojha

Dean Academic Affairs

A handwritten signature in blue ink, appearing to read 'U. Ojha', with a date '24/8/19' written below it.

Nature of Unfair Mean	End Semester Examination		Mid Semester Examination
	Theory	Practical	
Smuggling of answer book or pages thereof, use of abusive language, manhandling, assault or tearing of answer book	Fail grade (F) in all the theory subjects of the semester	Fail grade (F) in that subject	Zero marks in all subjects of the examination
Found copying by invigilators	<ul style="list-style-type: none"> <li>• Fail grade (F) in that theory subjects</li> <li>• Any subsequent act on same examination or further examinations; fail grade in all theory subjects</li> </ul>	Fail grade (F) in that subject	<ul style="list-style-type: none"> <li>• Zero marks in that subjects of the examination</li> <li>• for repeated offence in the same or subsequent examinations zero marks in all subjects of the examination</li> </ul>
Found in possession of written materials related to the examination.	<ul style="list-style-type: none"> <li>• Warning</li> <li>• for repeated offence in the same or subsequent examinations "F" grade in all theory subjects</li> </ul>	Fail grade (F) in that subject	<ul style="list-style-type: none"> <li>• Warning</li> <li>• for repeated offence in the same or subsequent examinations zero marks in all subjects of the examination</li> </ul>
Talking and Consultation	Fail grade (F) in the subject for repeated consultation even after warning by invigilator	Fail grade (F) in the subject for repeated consultation even after warning by invigilator	Zero marks in that subject for repeated consultation even after warning
Impersonation	Fail grade (F) in all theory subjects of the examination and disciplinary action against the impersonating person	"F" grade in that subject and disciplinary action against the impersonating person	Zero marks in all subjects of examination and disciplinary action against the impersonating person
Found in possession of electronic items	The particular examination will be cancelled and "F" grade will be awarded in the subject.		Zero marks in that subjects of the examination