

UNFAIR MEANS COMMITTEE (UMC):

All necessary measures shall be taken to prevent, control, and eradicate the use of unfair means in examinations. For this purpose, an Unfair Means Committee (UMC) shall be constituted by the Examination Branch for each semester. The Committee shall consist of the concerned Heads of Departments (HoDs) as members and shall be headed by a Dean. The Director Examinations shall act as the Secretary of the Committee.

At regional campuses, the UMC shall consist of the concerned HoDs as members and shall be headed by the Regional Director. The minutes of meetings of the UMC held at regional campuses shall be forwarded to the Examinations Branch at the Main Campus for further approval. The cases referred to the UMC for deliberation may include, but are not limited to, the following:

- a. Disclosure of the candidate's identity or the making of any distinctive or peculiar marks on the answer sheet.
- b. Any communication or attempt to communicate with examiners, the Pro-Rector Academics, the Director of Examinations, or any other officer(s) of the University for the purpose of influencing them for the award of marks.
- c. Any attempt by a relative, guardian, or friend of the candidate to approach an examiner or any other officer of the University.
- d. Any appeal made to the examiner through the answer sheet.
- e. Misbehaving with the supervisory staff or refusal to adhere to university rules.
- f. Possession of, or access to, books or any other unauthorized assisting aid or cheating material.
- g. Giving or receiving assistance or copying from a book, paper or another candidate's answer sheet or allowing any other candidate to copy from his/her answer sheet.
- h. Making deliberate arrangements to cheat in the examination such as bringing another answer sheet, or impersonation etc.
- i. Obtaining admission to an examination hall under a false identity.
- j. Using abusive or obscene language in the answer book (s)/sheet (s).
- k. Refusal to comply with the lawful orders of the Superintendent of the Examination Centre in the examination room, or exchange of seat or Roll Number Slip with another candidate.
- l. Creating a disturbance of any kind during the examination, or misbehaving in or around the Examination Centre(s).
- m. Found in or around an Examination Centre in possession of weapons.
- n. Found in possession of a mobile phone, smart watch, programmable calculator or other electronic devices during examination.
- o. Talking to another candidate during examination in the exam hall.
- p. Talking to anyone while going to washroom.

- q. Any other attempt of use unfair means in the examination.

Procedure for Reporting: The Superintendent of Examination will immediately report the cases of unfair means to the concerned Head of Department/Dean. The report should include brief description of the case, statements of the invigilator/s and student and cheating material (If any) recovered from the student. The cases will be forwarded to Examinations Branch by concerned Head of Department through Dean. The cases shall be presented individually in the Unfair Means Committee meeting. The UMC will recommend punishment for individual case where the student is found guilty.

Award of Punishment: The punishment will be recommended by the UMC. Penalties may include but are not limited to: -

- a. Paper cancellation.
- b. Subject cancellation.
- c. Debarring the student for one or more semesters/Cancellation of one or more semesters. While reporting the case of such students, term **Debar/ Semester Cancellation** will be mentioned in the remarks column/warning letter . However, the term Debar will not be reflected on the transcript, but it will be mentioned as '**Repeat Semester**'
- d. Expulsion from the university.
- e. Any other punishment appropriate for the offence committed by the student.