



SADHUBELLA EDUCATION SOCIETY'S
(Minority Institute)
J. WATUMULL SADHUBELLA GIRLS COLLEGE,
Near Government Dispensary, Ulhasnagar-421001

Mechanism for Unfair Means in Examination

1. The candidate may be served a show cause notice and made aware of the charges / allegations reported against him to prepare her defence at the time of her appearance before the Unfair Means inquiry Committee and informing her thereby, of the proposed action to be taken in 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.
2. The reply received by the Committee from the candidate when she appears before it will be considered by the Committee and the final recommendation in the matter be made.
3. 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.
4. The College Unfair Means inquiry Committee is a recommendatory body. The Principal has to exercise her power u/s 87 of the Mumbai University Act, 1974 and issue a final order.

The Board Categories of Unfair Means Resorted to by students at the University / College / Institution Examinations and the quantum of Punishment for each category there of.

Nature of Malpractice

1. Possession of copying material
2. Actual copying from the copying material.
3. Possession of another student's answer-book.
4. Possession of another student's answer-book + actual evidence of copying there from.
5. Mutual / Mass copying
6. i) Smuggling-out or smuggling-in of answer-book as copying material
ii) Smuggling-in of written answer-book based on the question paper set at the examinations.
iii) Smuggling-in of written answer-book and forging signature of the Jr. Supervisor thereon.
7. Attempt to forge the signature of the Jr. Supervisor on the answer- book or Supplement.



8. Interfering of University / College / Institution Seal, or answer-books or office stationery used in the examinations.

Quantum of Punishment

- Annulment of the performance of the student at the University / College / 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 there at.)
- Exclusion of the students from University or College or Institution examination for one additional examination.
- Exclusion of the students from University or College or Institution examination for one additional examination. (Both the students)
- Exclusion of the students from University or College or Institution examination for two additional examinations. (Both the students)
- Exclusion of the students from University or College or Institution examination for two additional examinations.
- Exclusion of the students from University or College or Institution examination for two additional examinations.
- Exclusion of the students from University or College or Institution examination for three additional examinations.
- Exclusion of the students from University or College or Institution examination for four additional examinations.
- Exclusion of students from University or College or Institution examination for four additional examinations.
- Exclusion of students from University or College or Institution examination for four additional examinations.



V. Mali
Dr. Vasant Pandit Mali

Principal

J. Mahamul Sadhubella Girls College
Ulhasnagar - 421 001



SADHUBELLA EDUCATION SOCIETY'S
(Minority Institute)
J. WATUMULL SADHUBELLA GIRLS COLLEGE,
Near Government Dispensary, Ulhasnagar-421001

Examination Committee

2018-19

Sr.No	Name of Member	Designation
1	Dr. Vasant Pandit Mali	Chairman
2	Ms. Supriya Salvee	Secretary
3	Mr. Rajesh D. Singh	Member
4	Ms. Smita Chawak	Member
5	Ms. Sharmila Karve	Member
6	Ms. Kukreja Suman	Member

Dr. Vasant Pandit Mali



PRINCIPAL
J. Watumull Sadhubella Girls College
Ulhasnagar-421001



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EXAMINATION COMMITTEE

2015-16

MINUTES OF MEETING HELD ON 3RD MAY, 2016.

3rd May, 2016

Meeting of Examination Committee was held on 3rd May, 2016 at 1.00 pm in the staff room.

Minutes of previous meeting were read and confirmed.

It was observed that: -

1. The semester end examinations for semester II and IV were held from 19th to 29th March, 2016.
2. The ATKT Exams for Semester I/II/III/IV were held from 10th to 17th March.
3. Internal Examination for Semester II/IV/VI were held from 11th February to 13th February.
4. Guide allotment was done and viva-voce for semester VI students of BBI conducted according to schedule given by the University.
5. Semester VI internal marks and project-viva marks have been uploaded
6. Teachers were directed to attend CAP for paper evaluation (semester V and Semester VI), at allotted CAP centers.
7. The junior teachers had done their job vigilantly and no matter was registered with the Unfair Means Committee.
8. Convocation Ceremony for final year students of 2014-15 had been organised on 23rd January, 2016. The I/c Principal Mr. R. H. Suryarao distributed the certificates.

Result was finalized for the semester end examinations for Semester II and IV held in the month of March, 2016.



It was resolved that: -

1. The result will be displayed before 15th May, 2016.
2. Additional Examination will be conducted after reopening of college in June.

As there was no other matter, the meeting concluded with a thanks giving note by Mrs. SmitaChawak.

S. Salve
Chairperson
Ms. Supriya Salve



H. R. H. Suryarao
I/C Principal
Mr. R. H. Suryarao

PRINCIPAL
J. Watumull Sadhubella Girls College
Ulhasnagar-421 001

R. H. S.
Principal
J. Watumull Sadhubella Girls College
Ulhasnagar - 421 001



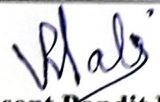


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Near Government Dispensary, Ulhasnagar-421001

Unfair Means Committee

2019-20

Sr.No	Name of Member	Designation
1	Dr. Vasant Pandit Mali	Chairman
2	Ms. Neetu C. Purswani	Secretary
3	Ms. Pranjal Karkhanis	Member
4	Ms. Anagha Kotekar	Member


Dr. Vasant Pandit Mali



Principal
J. Watumull Sadhubella Girls College
Ulhasnagar - 421 001



Sadhubella Education Society's
Minority Institution

J. Watumull Sadhubella Girls College

Near Government Dispensary, Ulhasnagar – 421 001, Dist – Thane

MINUTES OF THE MEETING

Meeting of unfair means enquiry committee was held on 18th June, 2019 at 10.AM in the Examination room of the college. Copy case was discussed and prima facia evidence was analyzed.

Seat no.	Class	Sem	Name of Student	Subject	Nature of Malpractice
152691	F.Y. BCOM	II	Dinkar Divya Ashok	Economics	Written copy Material
152703	F.Y. BCOM	II	Gurnani Bhavna Ram	Economics	Written copy Material
152787	F.Y. BCOM	II	Shetty Chaitra. S	Economics	Written copy Material
152794	F.Y. BCOM	II	Shivota Reena Pappu	Economics	Written copy Material
152734	F.Y. BCOM	II	Lalwani Ruchika	BC	Written copy Material
152754	F.Y. BCOM	II	Nishad Rabita	EVS	Written copy Material
152825	F.Y. BCOM	II	Yadav Anuradha	EVS	Written copy Material

After discussion, Unfair Means Enquiry Committee considered all the cases sympathetically. It was resolved that performance of the student in the same subject be treated as null and void for this examination only.

Ms. Neetu Purswani

Secretary



Dr. Vasant P. Mali

Chairman

Principal

J. Watumull Sadhubella Girls College
Ulhasnagar - 421 001

**SADHUBELLA EDUCATION SOCIETY'S
J.WATUMULL SADHUBELLA GIRLS COLLEGE
ULHASNAGAR – 421 001.**

Date:- 04/06/2018

All the students of First Year and Second Year class are hereby informed that the forms for revaluation and Photocopy are available in the college office. Those who wish to apply can collect and submit the same before 11/06/2018 along with the documents mentioned below and required fees between 10:30 a.m. to 1:00 p.m.

Fees :- Rs.250/- per subject for Revaluation

Fees :- Rs.50/- per subject for Photocopy

Cost of form Rs.10/-

Backward Class Students (Those who gets concession in tuition fees & other fees)

Fees :- Rs.125/- per subject for Revaluation

Fees :- Rs.25/- per subject for Photocopy



W. Mali
(Dr. Vasant P. Mali)
Principal.
Principal
J. Watumull Sadhubella Girls College
Ulhasnagar - 421 001

J.WATUMULL SADHUBELLA GIRLS COLLEGE, ULHASNAGAR – 1.

Date : 22/11/2019

EXAMINATION NOTICE

YEAR 2019 – 2020

All the students of **Second Year** class are hereby informed that the forms for Revaluation and Photocopy are available in the college office. Those who wish to apply can collect and submit the same before **30/11/2019** along with the documents mentioned below and required fees between 10:30 a.m. to 1:00 p.m.(on all working days).

Fees :- Rs.250/- per subject for **Revaluation**

Fees :- Rs.50/- per subject for **Photocopy**

Cost of form Rs.10/-

Reserved Category Students (Those who gets concession in tuition & other fees)

Fees :- Rs.125/- per subject for **Revaluation**

Fees :- Rs.25/- per subject for **Photocopy**

Documents Required:

2) Xerox copy of Hall Ticket

S. Salve

(Ms.Supriya Salve)
Chairperson
Examination Committee

V. Mali
V. Mali

(Dr. Vasant P. Mali)
Principal
J. Watumull Sadhubella Girls College
Ulhasnagar - 421 001



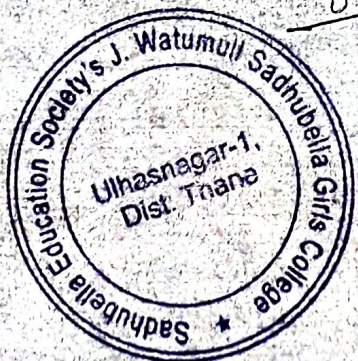
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UNIVERSITY OF MUMBAI



Ordinances relating to Examination

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17. The results of the concerned examinations shall ordinarily be declared within the specified period as prescribed in Maharashtra Universities Act, 1994, and shall despatch the result alongwith the statement of marks and passing certificates to the colleges for distributing the same to the concerned students.

18. *The answer papers of examinations shall be preserved for a period of atleast 6 months from the date of declaratton of result of the examinations concerned.*

ORDINANCE 5050 Ordnuance regarding Unfairmeans Resorted to by the Student

1.

- (a) On receipt of a report regarding use of unfair means by any student at any University examination, including breach of any of the rules laid down by the University Authorities, for proper conduct of examination, the Board of Examinations shall have power at any time to institute inquiry and to punish such unfair means or breach of the rules by exclusion of such student from any University examination or from any University course in a College or Recognised Institution or in the University Department or from any Convocation for the purpose of conferring degree either permanently or for a specified period, or by cancellation of the result of the student in the University examination for which the student appeared or by deprivation of any University Scholarship held by him/her or by cancellation of the award of any University prize or medal to him/her or by imposition of fine or in any two or more of the aforesaid ways *within a period of one year.*
- (b) Where the examinations of the University courses are conducted by the constituent Colleges/Recognised Institutions on behalf of the University, the Principal/Hoad of the concerned constituent College/Institution, on receipt of a report regarding use of unfair means by any student at any such examination, including breach of any of the rules laid down by the University Authorities or by the College/Institution for proper conduct of examination, shall have power at any time to institute inquiry and to punish such unfair means or breach of any of the rules by exclusion of such a student from any such examination or any University course in any College/Institution either



permanently or for a specified period or by cancellation of the result of the student in the College/ Institution examination for which he/she appeared or by deprivation of any College / Institution Scholarship or by cancellation of the award of any College / Institution prize or medal to him/her or by imposition of fine or in any two or more of the aforesaid ways.

- (c) On receipt of report regarding malpractices used or lapses committed by any paper-setter, examiner, moderator, referee, teacher or any other person connected with the conduct of examination held by the University or Colleges or Recognised Institution including breach of the rules laid down for proper conduct of examination, the Board of Examinations, in the cases of the University examinations or the Management Body in the cases of the examinations conducted by the College/Institution on behalf of the University, as the case may be, shall have power at any time to institute inquiry and to punish such malpractices or lapses by declaring disqualified the concerned paper-setter, examiner, moderator, referee, teacher or any other person connected with the conduct of examination from any examination work either permanently or for a specified period or by referring his/her case to the concerned authorities for taking such disciplinary action as deemed fit as per the rules provided for or in any two or more of the aforesaid ways.

2. **Competent Authority**

- (i) The Board of Examinations of the University constituted under the provisions of Section 31(3) shall be the competent authority to take appropriate disciplinary action against the students using, attempting to use, aiding, abetting, instigating or allowing to use unfair means at the examination conducted by the University.
- (ii) The Principal of the constituent College or Head of the Recognised Institution shall be the competent authority to take appropriate disciplinary action against the student/s using, attempting to use, aiding, abetting,

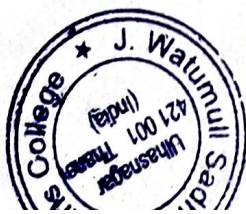
instigating or allowing to use unfair means at the examination conducted by the College or Institution on behalf of the University.

3. Definition-Unless the context otherwise requires:

- (a) "Student" means and includes a person who is enrolled as such by the University/ College/ Institution for receiving instruction qualifying for any degree, diploma or certificate awarded by the University. It includes ex-student and student registered as candidate (examinee) for any of the degree, diploma or certificate examination.
- (b) "Unfair means" includes one or more of the following acts or omissions on the part of student/s during the examination period.
 - (i) Possessing unfair means material and or copying therefrom.
 - (ii) Transcribing any unauthorised material or any other use thereof.
 - (iii) Intimidating or using obscene language or threatening or use of violence against invigilator or person on duty for the conduct of examination or manhandling him/her or leaving the examination hall without permission of the supervisor or causing disturbances in any manner in the examination proceedings.
 - (iv) Unauthorisedly communicating with other examinees or any one else inside or outside the examination hall.
 - (v) Mutual / Mass copying.
 - (vi) Smuggling-out, either blank or written, or smuggling-in of answerbooks as copying material.
 - (vii) Smuggling-in blank or written answerbook and forging signature of the Jr. Supervisor thereon.
 - (viii) Interfering with or counterfeiting of University/College/Institution seal, or answerbooks or office stationary used in the examinations.



- (ix) Insertion of currency notes in the answerbooks or attempting to bribe any of the persons connected with conduct of examinations.
 - (x) Impersonation at the University/College/Institution examination.
 - (xi) Revealing identity in any form in the answer written or in any other part of the answerbook by the student at the University or College or Institution examination.
 - (xii) Or any other similar act/s and/or omission/s which may be considered as unfair means by the competent authority.
- (c) "Unfair means relating to examination" means and includes directly or indirectly committing or attempting to commit or threatening to commit any act or coercion, undue influence or fraud or malpractice with a view to obtaining wrongful gain to him or to any other person or causing wrongful loss to other person/s.
- (d) "Unfair means material" means and includes any material whatsoever, related to the subject of the examination, printed, typed, handwritten or otherwise on the person or on clothes, or body of the student (examinee) or on wood or other material, in any manner or in the form of chart, diagram, map or drawing or electronic aid etc. which is not allowed in the examination hall.
- (e) "Possession of unfair means material by a student" means having any unauthorised material on his/her person or desk or chair or table or at any place within his/her reach, in the examination centre and its environs or premises at any time from the commencement of the examination till its conclusion.
- (f) "Student found in possession" means a student, reported in writing, as having been found in possession of unfair means material by Jr. Supervisor, Sr. Supervisor, member of the vigilance Committee or Examination Squad or any other person authorised for this purpose, in this behalf, even if the unfair means material is not produced as evidence because of it being reported as swallowed or destroyed or snatched away or otherwise taken away or spoiled by the student or by any other



person acting on his behalf to such an extent that it has become illegible. Provided report to that effect is submitted by the Sr. Supervisor or Chief Conductor or any other authorised person to the Controller of Examinations or Principal or Head of the Institution concerned or any officer authorised in this behalf.

- (g) "Material related to the subject of examination" means and includes, if the material is produced as evidence, any material certified as related to the subject of the examination by a competent person and if the material is not produced as evidence or has become illegible for any of the reasons referred to in clause (f) above, the presumption shall be that the material did relate to the subject of the examination.
- (h) "Chief Conductor" means Principal of the College concerned or Head of the *University Department or Recognized Institution* concerned, where concerned examination is being conducted, and any other person duly authorised by him or person appointed as in-charge of examination, by *prior approval of the University*
4. During examination, examinees and other students shall be under disciplinary control of the Chief Conductor/s.
5. Chief Conductor/s of the Examination Centre shall, in the case of unfair means, follow the procedure as under:
- (i) The student shall be called upon to surrender to the Chief Conductor the unfair means material found in his or her possession, if any, and his/her answerbook.
- (ii) Signature of the concerned student shall be obtained on the relevant materials and list thereon. Concerned Sr. Supervisor and the Chief Conductor shall also sign on all the relevant materials and documents.



- (iii) Statement of the student and his/her undertaking in the prescribed format and statement of the concerned Jr. Supervisor and Sr. Supervisor shall be recorded in writing by the Chief Conductor (Appendix-C). If the student refuses to make statement or to give undertaking the concerned Sr. Supervisor and Chief Conductor shall record accordingly under their signatures.
- (iv) Chief Conductor shall take one or more of the following decisions depending upon seriousness/gravity of the case :
- (a) In the case of impersonation or violence, expel the concerned student from the examination and not allow him/her to appear for remaining examination.
 - (b) Obtain undertaking from the student to the effect that decision of the concerned competent authority in his/her case shall be final and binding and allow him/her to continue with his/her examination.
 - (c) May report the case to the concerned Police Station as per the provisions of Maharashtra Act No. XXXI 1982 – An Act to provide for preventing mal-practices at University; Board and other specified examinations.
 - (d) Confiscate his/her answerbook, mark it as “suspected unfair means case” and issue him/her fresh answerbook duly marked.
- (v) All the materials and list of material mentioned in sub-clause (I) and the undertaking with the statement of the student and that of the Jr. Supervisor as mentioned in clause No. (ii) and (iii) and the answerbook/s shall be forwarded by the Chief Conductor, alongwith his report, to the concerned Controller of Examinations/Principal/Head of the Institution, as the case may be, in a separate and confidential sealed envelope marked “Suspected unfair means case”.



- (vi) In case of unfair means of oral type, the Jr. Supervisor and the Sr. Supervisor or concerned authorised person shall record the facts in writing and shall report the same to the concerned Controller of Examinations/ Principal/ Head of the Institution, as the case may be.

6. Procedure to be followed by Examiner during Assesment

If the examiner at the time of assessment of answerbook suspects that there is a prima-facie evidence that the student/s whose answerbook/s the examiner is assessing appears to have resorted to unfair means in the examination, the examiner shall forward his/her report, preferably through the Chairman in the subject, alongwith the evidence, to the Contoller of Examinations/ Principal / Head of the Institution, as the case may be, with his/her opinion in separate confidential sealed envelope marked as "Suspected unfair means case".

7. Case of unfair mans having prima-facie, reported to the University/College/ Institution by the Chief Conductor / Jr. / Sr. Supervisor and or examiners shall be inquired into by the Committee appointed by the Board of Examinations/ Principal / Head of the Institution, as the case may be. In the event cases of unfair means reported through any other sources, the concerned Officer/ In-charge of the Sub-section / Unit to which the case is primarily pertained, at the Examination Section of the University / College/ Institution shall scrutinise the case, collect preliminary information to find out whether there is prima-facie case so as to fix up primary responsibility for framing a charge sheet and then shall submit the said case with his/her primary report to the concerned Competent Authority. If the Competent Authority is satisfied that there is a prima-facie case it shall place the same before the Unfair Means Inquiry Committee for further investigation. The concerned Officer of the Sub-Section / Unit through which the case has originated or the case is pertaining to, shall be the Presenting Officer of the case before the Inquiry Committees, Police Authorities and Court of Justice and shall deal with the case till it is finally disposed of.



8. Examination Result/s of the concerned student/s involved in such cases shall be held in reserve till the Competent Authority takes final decision in the matter and the concerned student/s and the College/ Institution to which he/she belongs to, shall be informed accordingly.

9. **Appointment of Unfair Means Inquiry Committee**

- (i) For the purpose of investigating unfair means resorted to by students at the University examination, the Board of Examinations shall appoint a Committee in terms of the provisions made under Section 32(6)(a) of the Maharashtra Universities Act 1994. The term of the Committee shall be five years subject to provisions of Section 42 & 43 of the said Act.
- (ii) For the purpose of investigating unfair means resorted to by students at the examination held by the College / Institution, the Unfair Means Inquiry Committee appointed by the College / Institution shall consist of five teachers (other than the Principal/ Head) to be nominated by the Principal / Head of the Institution, one of whom shall be designated as Chairperson. The members appointed on the College/Institution Examination Committee shall not be appointed as members on the Unfair Means Inquiry Committee.
- (iii) The Unfair Means Inquiry Committee will function as a recommendatory body and submit its recommendations in the form of a report to concerned competent authority, which will issue final orders with regard to the penal action to be taken against the student/s after taking into account the reported facts and findings of the case by the Committee and after ensuring whether reasonable opportunity has been given to the concerned implicated student in his/her defence, the principle of natural justice has been followed and the recommended quantum of punishment is in accordance with the guidelines laid down in this behalf.



10. Procedure of the Committee should be as under

- (i) The Controller of Examinations of the University / Principal of the College or Head of the Recognised Institution, or the Officer authorised by them, as the case may be, shall inform the student concerned in writing of the act of unfair means alleged to have been committed by him/her, and shall ask him/her to show cause as to why the charge/s levelled against him/her should not be held as proved and the punishment stipulated in the show cause notice be imposed
- (ii) The student *may* appear before the Inquiry Committee on a day, time and place fixed for the meeting, with written reply/explanation to the show cause notice served on him/her therein. The student himself/herself only shall present his/her case before the Committee.
- (iii) The documents that are being taken into consideration or are to be relied upon for the purpose of proving charge/s against the student should be shown to him/her by the Inquiry Committee, if the student presents himself/herself before the Committee. The evidence, if any, should be recorded in the presence of delinquent.
- (iv) Reasonable opportunity, including oral hearing, shall be given to the student in his/her defence before the Committee. The reply/explanation given by the student to the show cause notice shall be considered by the Committee before making final recommendation in the case.
- (v) The Committee should follow the above procedure in the spirit of the principle of natural justice.
- (vi) After serving a show cause notice, if the implicated student fails to appear before the Inquiry Committee on the day, time and place fixed for the meeting, the student may be given one more opportunity to appear before the Committee in his/her defence. Even after offering two chances if the student concerned fails to appear before the Committee, the Committee shall take decision in his/her case in absentia, on the



basis of the available evidence / documents, which shall be binding on the student concerned.

- (vii) The Committee shall submit its report to the concerned competent authority alongwith its recommendations regarding punishment to be inflicted or otherwise.

11. Punishment

The Competent Authority concerned i.e. the Board of Examinations in the cases of University examination, the concerned Principal in the cases of College examination, and the Head in the cases of examination held by the Recognised Institution, after taking into consideration the report of the Committee shall pass such orders as it deems fit including granting the student benefit of doubt, issuing warning or exonerating him/her from the charges and shall impose any one or more of the following punishments on the student/s found guilty of using unfair means :

- (a) Annulment of performance of the student in full or in part in the examination he/she has appeared for.
- (b) Debarring student from appearing for any examination of the University or College or Institution for a stipulated period not exceeding five years.
- (c) Debarring student from taking admission for any course in the University or College or Institution for a stipulated period not exceeding five years.
- (d) Cancellation of the University or College or Institution Scholarship/s or award/s or prize or medal etc. awarded to him/her in that examination.
- (e) In addition to the above mentioned punishment, the competent authority may impose a fine on the student declared guilty. If the student concerned fails to pay the fine within a stipulated period, the competent authority may impose on such a student additional punishment / penalty as it may deem fit.

- (f) As far as possible the quantum of punishment should be as prescribed (category-wise) in *Appendix-A*.
- (g) The student concerned be informed of the punishment finally imposed on him/her in writing by the competent authority or by the Officer authorised by it in this behalf, under intimation to the College / Institution he/she belongs to.



12. 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

S.No.	Nature of Malpractice	Quantum of Punishment
(1)	Possession of copying material	Annulment of the performance of the student at the University / College / 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.	Exclusion of the student from University or College or Institution examination for one additional examination.
(3)	Possession of another student's answer-book.	Exclusion of the student from University or College or Institution examination for one additional examination. (BOTH THE STUDENTS)
(4)	Possession of another student's answer-book+actual evidence of copying therefrom.	Exclusion of the student from University or College or Institution examination for two additional examinations (BOTH THE STUDENTS).
(5)	Mutual / Mass copying	Exclusion of the student from University or College or Institution examination for two additional examinations.
(6)	(i) Smuggling-out or smuggling-in of answerbook as copying material.	Exclusion of the student from University or College or Institution examination for two additional examinations.
	(ii) Smuggling-in of written answer-book based on the question paper set at the examination.	Exclusion of the student from University or College or Institution examination for three additional examinations.
	(iii) Smuggling-in of written answer-book and forging signature of the Jr. Supervisor thereon.	Exclusion of the student from University or College or Institution examination for four additional examinations.



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- (7) Attempt to forge the signature of the Jr. Supervisor on the answerbook or supplement. Exclusion 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 answerbooks or office stationery used in the examinations. Exclusion of the student from University or College or Institution examination for four additional examinations.
- (9) Answerbook, main or supplement written outside the examination hall or any other insertion in answerbook. Exclusion 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. Exclusion of the student from University of College or Institution examination for four additional examinations.
(Note : - This money shall be credited to the Vice-Chancellor's Fund)
- (11) Using obscence language / violence threat at the examination centre by a student at the University / College / Institution examination to Jr. / Sr. Supervisors / Chief Conductor or Examiners. Exclusion of the student from University or College or Institution examination for four additional examinations.
- (12) (a) Impersonation at the University / College / Institution examination. Exclusion 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. Exclusion of the impersonator 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 answerbook by the student at the University or College or Institution examination. Annulment of the performance of the Student at the University or College or Institution examination in full.
- (14) Found having written on palms or on the body, or on the clothes while in the examination. Annulment of the performance of the student at the University or College or Institution examination in full.
- (15) All other malpractices not covered in the aforesaid categories. Annulment of the performance of the student at the University or College or 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 examination and he/she is caught again for malpractices used at the examinations, 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 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 & dissertation examinations unless malpractice used thereat.)



13. Malpractices used or Lapses Committed by any Paper-Setters, Examiners, Moderators, Referees, Teachers or any other persons connected with the Conduct of Examination

(I) Competent Authority :

- (a) The Board of Examinations shall be the competent authority to take appropriate disciplinary action against the paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations committing lapses or using, attempting to use, aiding, abetting, instigating or allowing to use malpractice/s at the examinations conducted by the University
- (b) The Management (includes the Trustees, Managing Body or Governing Body) of the constituent affiliated / conducted college or Recognised Institution shall be the competent authority to take appropriate disciplinary action against the paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations committing lapses or using, attempting to use, aiding, abetting, instigating or allowing to use malpractice/s at the examination conducted by the constituent affiliated / conducted colleges' or Recognised Institution on behalf of the University.

(II) Definition : Unless the Context Otherwise Requires

- (a) "Paper-setter, examiner, moderator, referee and teacher" means and includes person/s duly appointed as such for the examination by the competent authority and the term "any other person connected with the conduct of examination" means and includes person/s appointed on examination duty by the competent authority.
- (b) Malpractice/lapses includes one or more of the following acts or omissions on the part of the person/s included in (a) relating to the examination :-
 - (i) Leakage of question/s or question paper set at the University / College/ Institution examination before the time of examination.
 - (ii) Examiner / Moderator intentionally awarding marks to student in assessment of answerbooks, dissertation or project work to which the student is not entitled or not assigning marks to the student to which the student is entitled.
 - (iii) Paper-setter omitting question, Sr.No. of question, repeating question or setting question outside the scope of syllabus.
 - (iv) Examiner / Referee showing negligence in detecting malpractice used by student/s.
 - (v) Jr. Supervisor, Sr. Supervisor, Chief Conductor showing negligence / apathy in carrying out duties or aiding / abetting / allowing / instigating students to use malpractice/s.



- (vi) Or any other similar act/s and or omission/s which may be considered as malpractices or lapses by the competent authority.
- (c) "Malpractice or lapse relating to examination" means and includes directly or indirectly committing or attempting to commit or threatening to commit any act of unfair means, fraud or undue influence with a view to obtaining wrongful gain to him/her or to any other person or causing wrongful loss to other person/s or omitting to do what he/she is bound to do as duties.
- (d) 'College', means conducted, constituent or affiliated college or recognised institution of a University.

(III) Investigating Committee

- (i) The Committee appointed by the Board of Examinations under the provisions of Section 32(6)(a), 42 and 43 of the Maharashtra Universities Act 1994, to investigate unfair means resorted to by student/s at the University examinations shall also investigate the cases of malpractices used and/or lapses committed by the paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations at the University examinations.
- (ii) Similarly, a Committee appointed by the College or Institution to investigate unfair means resorted to by student at the concerned examinations shall also investigate malpractices/lapses on the part of paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations conducted by the affiliated / conducted College or institution on behalf of the University.

(IV) Procedure for Investigation

- (i) The cases of alleged used of unfair means or lapses committed by the paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct examinations, reported to the University/ College / Institution shall be scrutinized by the concerned Officer / Incharge of the Sub-Section/Unit to which the case is primarily pertained at the Examination Section of the University / College / Institution, collect preliminary information to find out whether there is prima-facie case so as to fix up primary responsibility for framing a charge-sheet and then shall submit the said case with his primary report to the concerned competent authority. If the competent authority is satisfied that there is a prima-facie case, it shall place the same before the Unfair Means Inquiry Committee for further



14. Action for Malpractices and lapses on the part of the Paper-Setter, Examiner, Moderator, Referee, Teacher or any another person connected with the Conduct of University / College / Institution Examinations.

S.No.	Nature of Malpractices / Lapses	Punishment
(1)	Paper-setter found responsible for leakage of the question set in the University / College / Institution examination/s whether intentionally or due to the negligence before the time of examination.	Disqualification from any examination work + disciplinary action by concerned authorities as per the rules applicable.
(2)	Leakage of question / question paper set in the University / College / Institution examination before the time of examination at the University/College/Institution, or examination centre by any person/s connected with the conduct of the examination.	Disciplinary action against the guilty / responsible person/s as per the prevailing rules / standard code by the concerned authorities.
(3)	Favouring a student (examinee) by examiner, moderator, referee in assessment of answerbooks/ dissertation / Project Report / Thesis by assigning the student marks to which the student is not entitled, at the University / College / Institution examination.	Disqualification from any examination work + disciplinary action by the concerned authorities.
(4)	Examiner / Moderator / Referee intentionally / negligently not assigning the student in assessment of his/her answer-books / dissertation / project work, the marks to which the student is entitled to at the University / College / Institution examinations.	Disqualification from any examination work + disciplinary action by the concerned authorities.
(5)	Paper-setter omitting question at the time of finalisation of question paper set at examination of repeating Sr. No. of question while writing.	Disqualification from any examination work for a period of three years.



- (7) Paper-setter setting questions outside the scope of the syllabus. Disqualification from any examination work for a period of three years.
- (8) While assessing answerbook examiner showing negligence in detecting malpractices used by the student/s. As decided by the authorities of the University / College / Institution.
- (9) Guiding Teacher showing negligence in supervision of dissertation / project work (e.g. use of manipulated data by a student) As decided by the authorities of the University / College / Institution.
- (10) Sr. Supervisor / Chief Conductor showing apathy in carrying out duties related to examinations (e.g. not taking rounds to the examination hall at Examination Centre during examination period or opening the packet of question paper before prescribed time) As decided by the authorities of the University / College / Institution.
- (11) Jr. Supervisor helping student in copying answers while in the examination or showing negligence in reporting cases of copying answers by students when on supervision duty. Disqualification from any examination work upto a period of three years + disciplinary action by the concerned authorities as per the rule if he/she is a University / College / Institution employee
- (12) Jr. Supervisor helping student (examinee) in mass-copying while on examination duty Permanent disqualification from any examination work + disciplinary action by the concerned authorities as per the rule if he/she is a University/ College / Institution employee.
- (13) The competent authority, in addition to the above mentioned punishment, may impose a fine on the concerned person if declared guilty.
- (14) The competent authority may report the case of the concerned implicated person to the appropriate Police Authorities as per the provision of the Maharashtra Act. No. XXXI of 1982.



Waburull
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पुनर्मुल्यांकन व छायांकित प्रत कक्ष,
परीक्षा विभाग/निकाल कक्ष
महात्मा फुले भवन,
विद्यानगरी, सांताक्रुझ (पूर्व),
मुंबई - ४०० ०९८.

क. परीक्षा / पुनर्मुल्यांकन व छायांकित प्रत कक्ष/ १२० / २०१९

परिपत्रक :-

विद्यापीठाच्या विविध शैक्षणिक विभागांचे संचालक/प्रमुख, विद्यापीठाशी संलग्नित/संचालित/स्वायत्त महाविद्यालयांचे प्राचार्य, मान्यताप्राप्त संस्थांचे संचालक/प्रमुख, दुर व मुक्त अध्ययन संस्थेचे प्राध्यापक नि संचालक, विद्यापीठाच्या रत्नागिरी, ठाणे व कल्याण उपकेद्रांचे समन्वयक/संचालक यांना परिपत्रकाद्वारे सूचित करण्यात येते की, द्वितीय सत्र २०१८ मध्ये T.Y.B.Com (Sem-V) (Choice Based) या अभ्यासक्रमाच्या ज्या दोन विषयांची परीक्षा व T.Y.B.Sc. (Sem-V) (Credit Based व Choice Based) या अभ्यासक्रमाच्या एका विषयांची परीक्षा विद्यापीठाच्या वतीने संबंधित महाविद्यालयांनी घेतलेली आहे या विषयांसाठी पुनर्मुल्यांकनासाठी अर्ज करणाऱ्या विद्यार्थ्यांचे अर्ज विद्यापीठ परिपत्रक क. परीक्षा/ पुनर्मुल्यांकन व छायांकित प्रत कक्ष/ ११०/ २०१८, दि. १३ डिसेंबर, २०१८ प्रमाणे स्वीकारून या अर्जाचा स्वतंत्रत गट्टे बांधून लिहित शुल्कासह विद्यापीठाकडे सादर करावेत व प्राप्त अर्जाप्रमाणे उत्तरपत्रिकांचे पुनर्मुल्यांकन महाविद्यालय स्तरावर करून पुनर्मुल्यांकनामध्ये प्राप्त गुणांच्या यादया संबंधित परीक्षांचा निकाल जाहिर केल्यापासून अकरा तितक्या लवकर जास्तीत जास्त ४० दिवसांच्या आत विद्यापीठाच्या पुनर्मुल्यांकन व छायांकित प्रत विभागाकडे हस्ते पोच सादर करावेत हि विनंती.

स्थळ : मुंबई
दिनांक : ०४ फेब्रुवारी, २०१९

(डॉ. विनीद पाटील)
संचालक,
परीक्षा व मुल्यांकन

अ. प्रत:-

विद्यापीठाच्या विविध शैक्षणिक विभागांचे संचालक/प्रमुख, विद्यापीठाशी संलग्नित/संचालित/स्वायत्त महाविद्यालयांचे प्राचार्य, मान्यताप्राप्त संस्थांचे संचालक/प्रमुख, दुर व मुक्त अध्ययन संस्थेचे प्राध्यापक नि संचालक व विद्यापीठाच्या रत्नागिरी, ठाणे व कल्याण उपकेद्रांचे समन्वयक/संचालक.

ब. प्रत माहितीस्तव व योग्य त्या पुढील कार्यवाहीसाठी अग्रेषित:-

१. संचालक, केंद्रीय संगणक सुविधा विभाग, मुंबई विद्यापीठ
२. सर्व उपकुलसचिव, मुंबई विद्यापीठ
३. सर्व सहायक कुलसचिव, मुंबई विद्यापीठ

क. प्रत माहितीसाठी अग्रेषित:-

१. मा. संचालक विद्यार्थी कल्याण विभाग
२. मा. कुलगुरू यांचे कार्यकारी सचिव
३. मा. प्र. कुलगुरू यांचे स्वयं सहायक
४. मा. कुलसचिव व संचालक, परीक्षा व मुल्यांकन मंडळ यांचे स्वयं सहायक



Mali

Principal

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University of Mumbai




पुनर्मुल्यांकन व छायांकित प्रत कक्षा,
परीक्षा विभाग/निकाल कक्षा
महात्मा फुले भवन,
विद्यानगरी, साताकुडा (पूर्व),
मुंबई - ४०० ०९८.

क. परीक्षा / पुनर्मुल्यांकन व छायांकित प्रत कक्षा / १२० / २०१९

परिपत्रक :-

विद्यापीठाच्या विविध शैक्षणिक विभागांचे संचालक/प्रमुख, विद्यापीठाशी संलग्नित/संचालित/स्वायत्त महाविद्यालयांचे प्राचार्य, मान्यताप्राप्त संस्थांचे संचालक/प्रमुख, दुर व मुक्त प्रणाली संस्थेचे प्राध्यापक नि संचालक, विद्यापीठाच्या रत्नागिरी, ठाणे व कल्याण उपकेन्द्रांचे सहायक/संचालक यांना परिपत्रकाद्वारे सूचित करण्यात येते की, द्वितीय सत्र २०१८ मध्ये T.Y.B.Com (Sem-V) (Choice Based) या अभ्यासक्रमाच्या ज्या दोन विषयांची परीक्षा व T.Y.B.Sc. (Sem-V) (Credit Based व Choice Based) या अभ्यासक्रमाच्या एका विषयांची परीक्षा विद्यापीठाच्या वतीने संबंधित महाविद्यालयांनी घेतलेली आहे या विषयांसाठी पुनर्मुल्यांकनासाठी अर्ज करणाऱ्या विद्यार्थ्यांचे अर्ज विद्यापीठ परिपत्रक क. परीक्षा/ पुनर्मुल्यांकन व छायांकित प्रत कक्षा/ १२०/ २०१८, दि १३ डिसेंबर, २०१८ प्रमाणे स्वीकारून या अर्जाचा स्वतंत्र गट्टे बांधून लिहित शुल्कासह विद्यापीठाकडे सादर करावेत व प्राप्त अर्जाप्रमाणे उत्तरपत्रिकांचे पुनर्मुल्यांकन महाविद्यालय स्तरावर करून पुनर्मुल्यांकनामध्ये प्राप्त गुणांच्या यादया संबंधित परीक्षांचा निकाल जाहिर करण्यापासून अक्कल तितक्या तवर कर जास्तीत जास्त ४० दिवसांच्या आत विद्यापीठाच्या पुनर्मुल्यांकन व छायांकित प्रत विभागाकडे हस्त पोच सादर करावेत हि विनंती.

स्थळ : मुंबई
दिनांक : ०४ फेब्रुवारी, २०१९


(डॉ. विनोद पाटील)
संचालक,
परीक्षा व मुल्यांकन

व प्रत -

विद्यापीठाच्या विविध शैक्षणिक विभागांचे संचालक/प्रमुख, विद्यापीठाशी संलग्नित/संचालित/स्वायत्त महाविद्यालयांचे प्राचार्य, मान्यताप्राप्त संस्थांचे संचालक/प्रमुख, दुर व मुक्त प्रणाली संस्थेचे प्राध्यापक नि संचालक व विद्यापीठाच्या रत्नागिरी, ठाणे व कल्याण उपकेन्द्रांचे सहायक/संचालक.

व प्रत महितीसाठी व योग्य त्या पुढील कार्यवाहीसाठी अर्पणित:-

१. संचालक, केंद्रीय संगणक सुविधा विभाग, मुंबई विद्यापीठ
२. सर्व उपकुलसचिव, मुंबई विद्यापीठ
३. सर्व महायक कुलसचिव, मुंबई विद्यापीठ

क प्रत महितीसाठी अर्पणित:-

१. मा. संचालक विद्यार्थी कल्याण विभाग
२. मा. कुलगुरू यांचे कार्यकारी सचिव
३. मा. प्र. कुलगुरू यांचे शिष्य सहायक
४. मा. कुलसचिव व संचालक, परीक्षा व मुल्यांकन मंडळ यांचे शिष्य सहायक




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मुंबई विद्यापीठ



दुरध्वनी क्र - ०२२ २६५४ ३०३५ / २६५३ ०२८३
ईमेल - cap.exam@mu.ac.in

केंद्रीय मुल्यांकन केंद्र, परीक्षा विभाग,
महात्मा ज्योतीराव फुले भवन,
विद्यानगरी, सांताक्रुझ (पूर्व),
मुंबई- ४०० ०९८.

क्र. परीक्षा/कें.मु.कें./११५/२०१८,

दिनांक : १९ सप्टेंबर, २०१८

परिपत्रक:-

विद्यापीठाच्या विविध शैक्षणिक विभागांचे संचालक/प्रमुख, संलग्नित/संचालित महाविद्यालयांचे प्राचार्य, मान्यताप्राप्त संस्थांचे संचालक/प्रमुख, दूर व मुक्त अध्ययन संस्थेचे प्राध्यापक नि संचालक, विद्यापीठाच्या रत्नागिरी व ठाणे उपकेंद्रांचे संचालक/समन्वयक यांना कळविण्यात येते की, विशेष गरजा असणा-या (दिव्यांग - **Person with Disability**) विद्यार्थ्यांना परीक्षांमध्ये सोयी-सवलती उपलब्ध करून देण्यासंदर्भात उच्च व तंत्रशिक्षण विभाग, महाराष्ट्र शासन यांच्या शासन निर्णय क्रमांक : संकीर्ण-२०१६/प्र.क्र. ३०२/विशि-३, दि. ०४ मार्च, २०१७ च्या अनुषंगाने परीक्षा विभाग परिपत्रक क्र. परीक्षा/निकाल/१८५१/२०१७, दि. २२ मार्च, २०१७ अन्वये मुंबई विद्यापीठ संलग्नित / संचालित महाविद्यालयांना निर्गमित करण्यात आले होते.

त्या अनुषंगाने पुढे असेही कळविण्यात येते की, मुंबई विद्यापीठाने नव्याने निश्चित केलेल्या घोरणाच्या अनुषंगाने विद्याशाखेअंतर्गत येणाऱ्या अभ्यासक्रमातील सर्व परिक्षांच्या उत्तरपुस्तिकांचे मुल्यांकन संगणकाधारित (On Screen Marking) प्रणालीद्वारे करण्याचे सुरु केले असून, सदर प्रणाली राबविताना विद्यापीठास दिव्यांग (**Person with Disability**) विद्यार्थ्यांच्या उत्तरपुस्तिका तपासून घेताना येणा-या ब-याच अडचणी/त्रुटी टाळण्यासाठी द्वितीय सत्र २०१८ पासून दिव्यांग (**Person with Disability**) विद्यार्थ्यांच्या मुळ व पुरवणी उत्तरपुस्तिकांच्या ३, १० आणि १५ च्या पानावर उजव्या बाजूच्या वरील भागात (TOP Right Side) खालीलप्रमाणे शिक्का मारण्यात यावा व तसा शिक्का सर्व महाविद्यालयांनी त्वरीत बनवून घ्यावा. जेणेकरून दिव्यांग विद्यार्थ्यांच्या उत्तरपुस्तिकांचे मुल्यांकन करताना वरील शासन निर्णयाचे अवमान होणार नाही. उपरोक्त सुचना संबंधितांच्या निदर्शनास आणून देण्यात याव्या.



०३ सेंमी X ०३ सेंमी



Wab
Principal

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[Signature]

संचालक,

परीक्षा व मुल्यमापन मंडळ