

**ACADEMIC AFFAIRS OFFICE
INDIAN INSTITUTE OF TECHNOLOGY ROORKEE**

No. Acd./ 1015 /UG-15

Dated: February 04, 2019

NOTIFICATION

Subject: Report of Unfair Means Rules Committee (Item No. 76.7)

The Senate in its 76th meeting held on 02.01.2019 considered and approved the report of Unfair Means Rules Committee.

The approved report is enclosed herewith as **Appendix- A.**


Asstt. Registrar (Curriculum)

Encl: as above

Copy to(through e-mail):-

1. All faculty
2. All Head of Departments/Centres
3. Dean of Academic Affairs
4. Associate Deans of Academic Affairs(Curriculum/Evaluation/Admission)
5. Asstt. Registrar (Meetings)
6. Joint Registrar (Academics)
7. Chairman Senate & Director
8. Channel I/ Academic webpage of iitr.ac.in/acad portal

Appendix 'A'
Item No. Senate/76.7

Proposed Guidelines: Punishment for using unfair means during examinations (MTE/ETE)

Severity of Offence	Details	1 st offence	2 nd offence
Level 1	<ul style="list-style-type: none"> If a student is found carrying un-authorised material like chits, electronic gadgets like tablets, calculators, mobile phone etc. If a student is found verbally communicating with another student inside or outside the examination room. 	Warning to be issued to the concerned student.	Penalty of one grade point in the concerned course.
Level 2	<ul style="list-style-type: none"> A student is found using a mobile phone, chits, books or other unauthorized material. Identical answers in the examination. Answer Script / Question paper carried out of the examination room during/after the examination.* 	Zero marks to be awarded to the student in the concerned examination (MTE/ETE).	Semester Backlog i.e. the running semester will be dropped.
Level 3	<ul style="list-style-type: none"> Impersonation. Answer Script / Question paper carried out of the examination room during/after the examination.* 	Semester Backlog in the running semester. In addition to this, the student will be allowed to register only for 8 credits in the next semester.	Expulsion from the institute.

Cases not covered above to be dealt by the committee.

*Level of the offence (Level 2 or 3) to be decided by the committee.

Note: On repetitive offence after 2nd offence in levels 1 and 2 the case would be considered under the offence of immediate next level.



**UNFAIR MEANS USAGE REPORTING FORM
INDIAN INSTITUTE OF ROORKEE**

Note: A separate sheet should be used for each student.

PART - A (To be filled by the invigilator)

- (1) Name of examination: MTE/ETE
- (2) Enrolment No. of the student.....
- (3) Name of the student.....
- (4) Course code and name in which the candidate is reported to have used or intended to use unfair means.....
- (5) Day.....Date.....Time.....
- (6) Item(s) found in possession of the student (to be submitted along with the answer script)
Books/Papers/Electronic Gadget/Any other to be specified
- (7) Comments, if any:

Date.....

Time.....

(Signature of the Invigilator)

PART - B (To be filled by the student after the submission of the answer script at the end of the examination)

- (1) Were the above articles recovered from your possession?

- (2) Did you make use of them?

- (3) Comments, if any

Date.....

Time.....

(Signature of the student)

Instructions overleaf

Instructions

1. The main instructions for the conduct of a student in the examination hall shall be printed on the cover page of the answer book. Any contravention of these instructions and the use of any unfair means will render the student liable for punishment.
2. In case of unfair means being suspected by the invigilator, the reporting to the Dean of Academic Affairs will be carried out as per form UF-0 and the student will be allowed to complete the examination in the same answer script.
3. A committee appointed by the Director shall enquire into cases of attempt at unfair means in the examination. The student will be given an opportunity to present his/her case before the committee. The committee shall decide the level of the offence (as per the Table) and submit its recommendation to the Director for consideration.

