

Date :21st June, 2013.

University of Mumbai

The Academic Council at its meeting held on 7th June, 2013 and the subsequent meeting of the Management Council held on 21st June, 2013 amended the Regulations 8438 and 8439 relating to ATKT rules and Additional Examinations for UG Programmes in faculties of Arts, Science and Commerce.

The Regulations 8438 and 8439 relating to ATKT rules and Additional Examinations for UG Programmes in faculties of Arts, Science and Commerce be amended as follows and same be brought in to force from Academic Year 2013-14 with immediate effect.(The detail circular follows shortly)

Amended R.8438

Eligibility for Admission to all the Under Graduate Programs (aided and non-aided) in the Faculties of Arts, Science and Commerce under Credit Based Semester and Grading System

i) Eligibility criteria for a learner, to be admitted in Semester V (Third year) of UG programs (aided and non-aided) in Faculties of Arts and Commerce is amended as follows,

a) Shall have passed Semester I, II, III and IV in full **OR**

b) Shall have passed Semester I and II in full and secured ATKT in the Second year by failing in not more than Two Courses in each of Semester III and Semester IV **OR**

c) Shall have Secured ATKT in First Year by failing in not more than Two Courses in each of Semester I and Semester II and have passed Semester III and Semester IV in full

ii) Eligibility for admission to Semester V (Third year) of UG programs (aided and non-aided) in Faculty of Science is amended as follows,

Learner shall have passed Semester I, II, III and IV in full **OR**

Learner shall have passed Semester I and Semester II in full and secured ATKT in Second Year by failing in

For programs with 900 and above marks in not more than Three Courses in each of Semester III and IV

For programs with less than 900 marks in not more than Three Courses with not more than total 200 marks in each of Semester III & IV

OR

Learner shall have passed Semester III and Semester IV in full and secured ATKT in First Year by failing in,

For programs with 900 and above marks in not more than Three Courses in each of Semester I and II

For programs with less than 900 marks in not more than Three Courses with not more than total 200 marks in each of Semester I & II.

Amended R.8439

Additional Examination for Semester I and Semester II be held after the conduct of Semester II Examination in March/ April every year and Additional Examination for Semester III and Semester IV be held after the conduct of Semester IV Examination in March / April every year. However, Additional Examination for Semester II and Semester IV be held after 20 days and before 40 days from the date of declaration of result of the respective Semester End Examination.

UNIVERSITY OF MUMBAI
No. UG/52 of 2013-2014

CIRCULAR:-

A reference is invited to the Regulations relating to the B.A./B.Sc./B.Com. degree programmes vide this office Circular No. UG/02 of 2013, dated 4th April, 2013 and the Directors/ Heads of the University Departments, the Principals of the affiliated Colleges in Arts, Science and Commerce, the Heads of the recognized institutions concerned and the Captain Superintendent Training Ship "Chanakya" Government of India, Ministry of Surface Transport, Mumbai-400 001, are hereby informed that the recommendation made by the Review Committee at its meeting held on 25th April, 2013 has been accepted by the Academic Council at its meeting held on 7th June, 2013 vide item No. 4.14 and subsequently approved by the Management Council at its meeting held on 20th June, 2013, 21st June, 2013 & 11th July, 2013 vide item No.15. and that in accordance therewith, in exercise of the powers conferred upon Management Council under Section 55 (1) of the Maharashtra Universities Act, 1994, Regulations 8438 and 8439 relating to the ATKT for examinations as per Credit Based Semester and Grading System for UG programmes in faculties of Arts, Science and Commerce are amended which is available on the University's web site (www.mu.ac.in) and that the same has been brought into force with effect from the academic year 2012-13 for amended R. 8438 and with effect from academic year 2013-14 for amended R. 8439.

MUMBAI – 400 032
26th August, 2013

REGISTRAR

To,

The Directors/ Heads of the University Departments, the Principals of the affiliated Colleges in Arts, Science and Commerce, the Heads of the recognized institutions concerned and the Captain Superintendent Training Ship "Chanakya" Government of India, Ministry of Surface Transport, Mumbai-400 001.

A.C/4.14/07/06/2013

M.C/15/20/06/2013, 21/06/2013 & 11/07/2013

No. UG/52-A of 2013-14

MUMBAI-400 032

26th August, 2013

Copy forwarded with compliments for information to:-

- 1) The Deans, Faculties of Arts, Science and Commerce.
- 2) The Director, Board of College and University Development,
- 3) The Professor-cum- Director, Institute of Distance and Open Learning (IDOL),
- 4) The Controller of Examinations,
- 5) The Co-Ordinator, University Computerization Centre.

Sd/-

Deputy Registrar
Under Graduate Studies

UNIVERSITY OF MUMBAI



Amended Regulations 8438 & 8439
for all UG programs (aided and non-aided)
in Faculties of Arts, Science & Commerce

(For Credit Based Semester and Grading System)

Existing Regulation 8438

ATKT for Faculties of Arts and Commerce

- (d) A learner shall be allowed to keep term for Semester V- if he/she passes Semester I, Semester II, Semester III and Semester IV **OR**
A learner shall pass Semester I and Semester II and fails in not more than four courses of Semester III and Semester IV taken together with not more than two courses each in sem. III & Sem. IV.
- (e) A learner shall be allowed to keep term for Semester VI irrespective of number of heads of failure in the Semester V. However, the learner shall pass each course of Semester III and Semester IV in order to appear for Semester VI.

ATKT for Faculties of Science

- (iv) A learner shall be allowed to keep term for Semester V if he/she passes Semester I, Semester II, Semester III and Semester IV
OR
He/she has passed Semester I and Semester II and fails in not more than three courses in each of Semester III and Semester IV. (For all Science programmes, carrying total 900 or more marks).
He/she has passed Semester I and Semester II and fails in not more than three courses with not more than total 200 marks, in each of Semester III and Semester IV. (For all Science Programmes, carrying less than total 900 marks.)
- (v) A learner shall be allowed to keep terms for Semester VI irrespective of grades obtained to each course of Semester V.
- (vi) The result of Semester VI shall be kept in abeyance until the learner passes each of Semester I, Semester II, Semester III, Semester IV and Semester V.

Amended R.8438

(with effect from 2012-13)

Eligibility for Admission to all the Under Graduate Programs (aided and non-aided) in the Faculties of Arts and Commerce under Credit Based Semester and Grading System

- d) Eligibility criteria for a learner, to be admitted in Semester V (Third year) of UG programs (aided and non-aided) in Faculties of Arts and Commerce is amended as follows.
- i) Shall have passed Semester I, II, III and IV in full **OR**
- ii) Shall have passed Semester I and II in full and secured ATKT in the Second year by failing in not more than Two Courses in each of Semester III and Semester IV **OR**
- iii) Shall have Secured ATKT in First Year by failing in not more than Two Courses in each of Semester I and Semester II and have passed Semester III and Semester IV in full
- e) A learner shall be allowed to keep terms for Semester VI irrespective of grades obtained in each course of Semester V. The result of Semester VI shall be kept in abeyance until the learner passes each of Semester I, Semester II, Semester III, Semester IV and Semester V in full.

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Eligibility for admission to Semester V (Third year) of UG programs (aided and non-aided) in Faculty of Science is amended as follows.

iv) Learner shall have passed Semester I, II, III and IV in full

OR

Learner shall have passed Semester I and Semester II in full and secured ATKT in Second Year by failing in

For programs with 900 and above marks in not more than Three Courses in each of Semester III and IV

For programs with less than 900 marks in not more than Three Courses with not more than total 200 marks in each of Semester III & IV

OR

Learner shall have passed Semester III and Semester IV in full and secured ATKT in First Year by failing in,

For programs with 900 and above marks in not more than Three Courses in each of Semester I and II

For programs with less than 900 marks in not more than Three Courses with not more than total 200 marks in each of Semester I & II.

v) A learner shall be allowed to keep terms for Semester VI irrespective of grades obtained in each course of Semester V.

vi) The result of Semester VI shall be kept in abeyance until the learner passes each of Semester I, Semester II, Semester III, Semester IV and Semester V in full.

Existing R 8439

Mode of Conduct of Semester End Additional Examination :

- a) There will be one additional examination for semester I, II, III and IV for those who have failed or remained absent.
- b) The absent learner will be allowed to appear for the examination by the head of the institution after following the necessary formalities subject to the reasons to the satisfaction of the head of the institution.
- c) This examination will be held 20 days after the declaration of results but not later than 40 days.

Amended R.8439

(with effect from 2013-14)

Additional Examination for Semester I and Semester II be held after the conduct of Semester II Examination in March/ April every year and Additional Examination for Semester III and Semester IV be held after the conduct of Semester IV Examination in March / April every year. However, Additional Examination for Semester II and Semester IV be held after 20 days and before 40 days from the date of declaration of result of the respective Semester End Examination.



क्र./परिक्षा/प.नि.का./ १३५३ / २०१३

दि.२१ सप्टेंबर, २०१३

परिपत्रक

विषय :- अपंग, सेरेब्रल पास्लीनेबाधीत तसेच अध्ययन अक्षमता अशा आजारांनी ग्रस्त व्यक्तींना परीक्षांमध्ये सवलती देणेबाबत....

संदर्भ :- मा. मुंबई उच्च न्यायालय यांचे दि.१६ नोव्हेंबर, २००६ चे आदेश

सर्व महाविद्यालयाचे प्राचार्य, संचालक तथा विभागप्रमुख यांना कळविण्यात येते की, आपापल्या महाविद्यालयात/संस्थेत शिक्षण घेत असलेल्या अपंग, दृष्टिहीन, अल्पदृष्टी, अस्थिव्यंग, सेरेब्रल पास्लीने बाधीत व्यक्ती तसेच अध्ययन अक्षमता (Learning Disability) जसे Dyslexia, Dysgraphia & Dyscalculia अशा आजारांनी बाधीत व्यक्तींना परीक्षांमध्ये विविध प्रकारच्या सवलती देण्यात याव्यात असे आदेश शासनाकडून वेळोवेळी प्राप्त झालेले आहेत. त्या अनुषंगाने खालीलप्रमाणे मार्गदर्शक सुचना देण्यात येत आहे.

अ) अपंग विद्यार्थ्यांकरीता :- (दृष्टिहीन, अल्पदृष्टी, अस्थिव्यंग, सेरेब्रल पास्लीने बाधीत)

- १) अपंग परिक्षार्थीला लेखी परीक्षेसाठी लेखणीकाची सवलत देण्यात यावी यासाठी शासनाच्या दि.२० डिसेंबर, २००६ रोजीच्या परिपत्रकात दिलेल्या मार्गदर्शक तत्वांप्रमाणे कार्यवाही करावी.
- २) लेखी परीक्षेच्या कालावधीमध्ये दर एक तासाला २० मिनिटे अतिरिक्त वेळ देण्यात यावी, म्हणजेच तीन तासांच्या परीक्षेसाठी ६० मिनिटे अतिरिक्त देण्यात यावी.
- ३) दृष्टिहीन उमेदवारांना उत्तपत्रिका लिहीताना ब्रेललिपीचा वापर करण्याची/संगणक/ टंकलेखन यंत्र वापरण्याची मुभा राहिल.

ब) अध्ययन अक्षमता (Learning Disability) :-

- ४) अध्ययन अक्षमता असलेल्या विद्यार्थ्यांना त्यांना आवश्यकता असल्यास लेखनिक पुरविण्यात यावा.
- ५) या विद्यार्थ्यांना परीक्षेच्या कालावधीच्या २५% अतिरिक्त वेळ देण्यात यावी. सदर अतिरिक्त वेळ किमान १५ मिनिटे परंतु जास्तीत जास्त ३० मिनिटांपर्यंत देण्यात यावी.
- ६) अध्ययन अक्षमता असलेल्या विद्यार्थ्यांच्या Spelling Mistakes, Grammatical Errors, Incomplete Sentence, गणितीय चुका यांच्यामध्ये लेखी परीक्षेचे पेपर तपासताना सवलत देण्यात यावी.
- ७) अशा विद्यार्थ्यांना परीक्षेमध्ये उत्तीर्ण होण्यासाठी आवश्यक असल्यास एकूण २० गुणांपर्यंत वाढीव गुण देण्यात यावे.

मुंबई विद्यापीठ



दुरध्वनी — ०२२-२६५४३४१४/२६५२६२८५
ई — मेल — coe4you@exam.mu.ac.in

परिक्षा नियंत्रकांचे कार्यालय,
महात्मा ज्योतीराव फुले भवन,
विद्यानगरी, सांताक्रुझ (पूर्व),
मुंबई — ४०० ०९८.

८) अध्ययन अक्षमता असलेल्या विद्यार्थ्यांच्या उत्तरपत्रिकांवर पृष्ठ क्र.३ वर वरच्या बाजूस अध्ययन अक्षमता (Learning Disability) असे मोठ्या अक्षरात नमुद करून सदर उत्तरपत्रिका स्वतंत्र लिफाफ्यात बंद करून मुल्यांकनासाठी पाठवावी. सदर लिफाफ्यावर देखील अध्ययन अक्षमता (Learning Disability) असे स्पष्ट नमुद करून लिफाफ्यात असणा-या उत्तरपत्रिकांची एकुण संख्या नमुद करणे आवश्यक असेल याची नोंद घ्यावी.

९) अध्ययन अक्षमता असलेल्या विद्यार्थ्यांना द्यावयाच्या सवलतीबाबत शासनाच्या दि.०४ ऑगस्ट, २००४ रोजीच्या परिपत्रकातील सविस्तर सुचना कृपया पहाव्यात.

क) सर्वसाधारण सुचना :-

- १०) अतिरिक्त वेळेबाबत उमेदवारांचा गोंधळ किंवा संभ्रम टाळण्यासाठी अशा विद्यार्थ्यांची शक्यतो तळमजल्यावर स्वतंत्र बैठक व्यवस्था करण्यात यावी.
- ११) असे परीक्षार्थी व लेखणीक हे शक्यतो एकाच विद्याशाखेचे असावेत मात्र लेखणीकाची शैक्षणिक पात्रता परीक्षार्थीपेक्षा एक पायरी/टप्पा/वर्ग खालचा/कमी असावा.
- १२) परीक्षार्थी अपंग, अध्ययन अक्षमता असलेल्या उमेदवार लेखणीक घेणार असल्याबाबत लेखी अर्ज परीक्षा केंद्राच्या प्राचार्यांना करणे आवश्यक आहे.
- १३) अपंगत्व अथवा अध्ययन अक्षमता असलेल्या परीक्षार्थी यांनी अशा प्रकारच्या असमर्थतेबाबतचे सक्षम वैद्यकीय अधिकारी (Civil Surgeon / Govt. Medical Officer) यांचे प्रमाणपत्र सोबत जोडून, सदर सवलत हवी असल्याबाबतचा लेखी अर्ज प्राचार्यांना करणे आवश्यक आहे.
- १४) त्याचबरोबर अलिकडेच प्राप्त झालेल्या भारत सरकारच्या सामाजिक न्याय विभागाच्या दि.२६ फेब्रुवारी, २०१३ रोजीच्या कार्यालयीन परिपत्रकात दिलेल्या तपशीलवार सुचनांप्रमाणे आवश्यक असलेली कार्यवाही प्राधान्याने करावी.

सर्व प्राचार्य, संचालक तथा विभागप्रमुख यांना सुचित करण्यात येते की, उपरोक्त परिपत्रकातील तसेच दि.०४ ऑगस्ट, २००४, दि.२० डिसेंबर २००६ व भारत सरकार, सामाजिक न्याय विभागाचे परिपत्रक क्र. F.No.16-110/2003-DD.III दि.२६ फेब्रुवारी, २०१३ रोजीच्या परिपत्रकांतील सविस्तर सुचनांचे तंतोतंत पालन करावे. तसेच सदर परिपत्रक सर्वांच्या माहितीसाठी सर्व सुचना फलकांवर प्रदर्शित करावे.

सदर सर्व सुचना वरीष्ठ व कनिष्ठ अधिकारी तसेच पर्यवेक्षक यांना आपण स्वतः द्याव्यात.
धन्यवाद,

११०
परीक्षा नियंत्रक

सहपत्र : दि.०४ ऑगस्ट, २००४, दि.२० डिसेंबर २००६ व दि.२६ फेब्रुवारी, २०१३ चे परिपत्रक

University of Mumbai



Examination Section
M.J.Phule Bhavan,
Vidyanagari, Kalina,
Santacruz (East),
Mumbai - 400 098.

No. Exam./Sc./FH/CE/3001 of 2019.

CIRCULAR:

A reference and attention is invited to the Regulation 8917 and Section 56 (1) (L) of the Maharashtra Public Universities Act, 2016 and the Heads/Directors of the University Departments/Institutions, Principals/Directors of affiliated/recognized Colleges/Institutions, Professor-cum-Director, Institute of Distance and Open Learning (IDOL) and Principals/Co-ordinations of University Sub-centers at Ratnagiri/Thane and University conducted Colleges are hereby informed that candidates who does not appear in F.Y. & S.Y. B.A./B.Com./B.Sc. and self financed course (Three years integrated) in some or all the courses medical ground or for representing the College/University in Sports, Cultural activities, N.S.S., N.C.C. or Sports Training camps conducted by the recognized bodies/competent authorities or for any other reason which is considered valid under exceptional circumstances and to the satisfaction of the Principals or Head of the Institutions/Department such candidates are eligible for additional examination.

Considering the apropos provisions all the concerned are hereby informed that additional examinations of Semester end of March/April 2019 examination of the First and Second Year B.A./B.Com./B.Sc. and self financed (Three years) degree courses of such students be conducted at respective concerned colleges/Institutions/Departments itself including setting of question paper, assess answerbook etc. and to declare the results, accordingly.

Mumbai - 400 098
15th May, 2019

Sd/-
Dr. Vinod Patil
Director
Board of Examinations & Evaluation

To

The Heads/Directors of the University Departments/Institutions, Principals/Directors of affiliated/recognized Colleges/Institutions, Professor-cum-Director, Institute of Distance and Open Learning (IDOL) and Principals/Co-ordinations of University Sub-centers at Ratnagiri/Thane and University conducted Colleges.

Copy forwarded for information to :

- 1) The Director, Department of Student's Development
- 2) The Director, Physical Education & Sports, University of Mumbai
- 3) The Co-ordinators of N.S.S.
- 4) The Deputy Registrar, Public Relations
- 5) The Deputy Registrar/ Assistant Registrar M.S.S. Unit
- 6) All the Assistant Registrar of Result Unit, Examinations Section.
- 7) P.A. to Director, Board of Examinations and Evaluation.

University of Mumbai



परीक्षा विभाग/निकाल कक्ष
महात्मा फुले भवन,
विद्यानगरी, कलिना,
सांताक्रुझ (पूर्व),
मुंबई - ४०००९८.

ईमेल:-drresults@exam.mu.ac.in

क्र.परीक्षा/निकाल कक्ष/१५१ /२०१९

परिपत्रक :-

विद्यापीठाच्या विविध शैक्षणिक विभागाचे संचालक/प्रमुख, संलग्नीत/संचालित महाविद्यालयांचे प्राचार्य, मान्यताप्राप्त संस्थांचे संचालक/प्रमुख, विद्यापीठाच्या रत्नागिरी, ठाणे व कल्याण उपकेंद्राचे समन्वयक व सहायक कुलसचिव यांना या परिपत्रकाद्वारे सुचित करण्यात येते की, परीक्षा व मुल्यमापन मंडळ यांच्या दि. १० जून, २०१९ रोजी पार पडलेल्या बैठकीत बाब क्र. २०च्या ठरावानुसार जे विद्यार्थी कला, वाणिज्य व विज्ञान पदवी अभ्यासक्रम प्रथम वर्ष सत्र-१ व सत्र-२ तसेच द्वितीय वर्ष सत्र-३ व सत्र-४ ची परीक्षा CBSGS अभ्यासक्रमाने उत्तीर्ण झाले आहेत व ते सत्र-५ व सत्र-६ मध्ये Choice Base या अभ्यासक्रमामध्ये प्रवेशित आहेत अशा विद्यार्थ्यांचा निकाल 7 Points Scale प्रमाणे लावण्यात येत आहे. यातील सत्र-५ नोव्हेंबर, २०१८ च्या परीक्षेत प्रविष्ट झालेल्या विद्यार्थ्यांचा निकाल 10 Points प्रमाणे जाहिर करण्यात आलेला आहे, अशा विद्यार्थ्यांच्या गुणपत्रिका महाविद्यालयाने यादीसहीत विद्यापीठास जमा कराव्यात. त्यांच्या सत्र-५ च्या सुधारीत गुणपत्रिका व सत्र-६ च्या नव्या गुणपत्रिका लवकरच महाविद्यालयात पाठविण्यात येतील.

विद्यापीठ परिपत्रक क्र. No.UG/122 of 2018 नुसार तृतीय वर्ष वाणिज्य Choice Base च्या अभ्यासक्रमासाठी प्रविष्ट झालेल्या विद्यार्थ्यांच्या सातव्या विषयाची परीक्षा महाविद्यालय स्तरावर घेण्यात आलेली आहे. त्यासाठी महाविद्यालयामार्फत विद्यार्थ्यांस एका विषयाची स्वतंत्र गुणपत्रिका देण्यात यावी. (परिपत्रक अवलोकनार्थ सोबत जोडत आहे.)

वाणिज्य अभ्यासक्रमाचे सत्र-३ व सत्र-४ चे सुधारीत SGPA विद्यापीठाच्या mu.ac.in → Exams & results → Examinations → Lower exams marks/SGPA/SGPI या संकेतस्थळावर भरण्यात यावे व त्याची एक प्रत सही शिक्कानिशी निकाल कक्ष येथे दि. २० जून, २०१९ रोजी सायंकाळी ०५.०० वाजेपर्यंत जमा करावी.

स्थळ : मुंबई.

दि. : १२ जून, २०१९.

(डॉ. विनोद पाटील)

संचालक,

परीक्षा व मुल्यमापन मंडळ

प्रति,

विद्यापीठाच्या विविध शैक्षणिक विभागाचे संचालक/प्रमुख, संलग्नीत/संचालित महाविद्यालयांचे प्राचार्य, मान्यताप्राप्त संस्थांचे संचालक/प्रमुख, विद्यापीठाच्या रत्नागिरी, ठाणे व कल्याण उपकेंद्राचे समन्वयक व सहायक कुलसचिव

अ. प्रत माहितीस्तव व योग्य कार्यवाहीसाठी अग्रेषित:-

१. संचालक, केंद्रीय संगणक सुविधा विभाग, परीक्षा विभाग, मुंबई- ०९८.
२. सर्व उपकुलसचिव, परीक्षा विभाग, मुंबई विद्यापीठ, मुंबई- ०९८.
३. उपकुलसचिव(नावनौदणी विभाग), डॉ. आंबेडकर भवन, मुंबई विद्यापीठ, मुंबई- ०९८.
४. उपकुलसचिव/मुख्य लेखापाल, वित्त व लेखा विभाग, परीक्षा विभाग, मुंबई- ०९८.
५. सर्व वरिष्ठ यंत्रणा नियोजक, केंद्रीय संगणक सुविधा विभाग, परीक्षा विभाग, मुंबई- ०९८.
६. सर्व सहायक कुलसचिव, परीक्षा विभाग, मुंबई विद्यापीठ, मुंबई- ०९८.
७. सर्व यंत्रणा परीचालन अधिकारी, केंद्रीय संगणक सुविधा विभाग, मुंबई- ०९८.
८. समन्वयक, M.K.C.L. परीक्षा विभाग, मुंबई विद्यापीठ, मुंबई- ०९८.

ब. प्रत माहितीसाठी अग्रेषित:-

१. मा. संचालक, विद्यार्थी कल्याण विभाग, मुंबई विद्यापीठ, मुंबई-०३२.
२. उपकुलसचिव (जनसंपर्क), परीक्षा विभाग, मुंबई विद्यापीठ, मुंबई- ०९८.
३. कुलगुरु यांचे कार्यकारी सचिव, मुंबई विद्यापीठ, मुंबई- ०३२.
४. प्र. कुलगुरु/कुलसचिव/वित्त व लेखा अधिकारी/संचालक, परीक्षा व मुल्यमापन मंडळ यांचे स्वयं सहायक

(डॉ. विनोद पाटील)

संचालक,

परीक्षा व मुल्यमापन मंडळ

RULES FOR THE REVALUATION OF THE ANSWER-BOOK/S

1. Applying for Photo/Xerox copy of the answer book and applying for Revaluation will be two independent processes.
2. Applying for the Photo/Xerox copy of the answer book or having Photo/Xerox copy of the answer book shall not be a pre-requisite for applying for revaluation of the answer book in the said subject.
3. The student can independently apply for revaluation OR Photo/Xerox OR both simultaneously.
4. If the examinee is not satisfied with the marks awarded, he/she may independently apply for revaluation in the prescribed form within the period and in the manner prescribed, whether or not he/she has applied for Photo/Xerox copy/ies of the same.
5. This revaluation facility shall be for theory papers only.
6. The revaluation of answer book shall not be permitted in respect of the marks awarded to the scripts of practical examination /term work/ seasonal work / project work / dissertation / internal assessment / term work (including theory part) and in viva voce /oral / practical examinations.
7. A candidate can apply for the revaluation of the answer book of the subject only if he/she has secured at least 20% of the total marks in that subject or 40% of the marks required for passing in the said subject, whichever is less or the grade equivalent to the above criteria where grades are assigned to the theory paper.
8. The prescribed application form for revaluation of answer book can be obtained from the office of the IDOL. (Examinations Section, Second floor, Room No. 211)
9. The non refundable prescribed fees of Rs.500/- per subject per answer book for the purpose of revaluation shall be paid by the examinee. The said fee shall be remitted by cash or D. D. drawn in favour of the Professor-cum-Director, Institute of Distance and Open Learning, University of Mumbai, Dr. Shankar Dayal Sharma Bhavan, Vidyanagari, Santacruz (East), Mumbai – 400 098.
10. The prescribed application form for revaluation of answer book duly filled in and signed by the applicant examinee only is to be submitted along with the statement of marks, prescribed fees as above and question paper/s for which he/she intends to apply for revaluation, within seven (07) working days from the date of the declaration of the result of the respective examination or from the date on which the Institute of Distance and Open Learning issued the statement of marks, whichever is later. Incomplete form and form not accompanied by relevant documents may be rejected without assigning any reason whatsoever.

----- X O X -----

**RULES FOR PROVIDING THE PHOTO/XEROX COPY/IES OF
ASSESSED ANSWER-BOOK/S**

1. Applying for Photo/Xerox copy of the answer book and applying for Revaluation will be two independent processes.
2. Applying for the Photo/Xerox copy of the answer book or having Photo/Xerox copy of the answer book shall not be a pre-requisite for applying for revaluation of the answer book in the said subject.
3. The student can independently apply for revaluation OR Photo/Xerox OR both simultaneously.
4. This facility shall be **for theory papers only.**
5. Under these rules applying for the Photo/Xerox copy/ies of answer-books shall not be permitted in respect of the scripts of practical examination / term-work / sessional work / project work / dissertation / internal assessment / term work (including theory part) and in Viva voce / oral / practical examinations. However **within seven (7) working days from the date of declaration of the results or on issue of the statement of marks** by the IDOL, the candidate shall be allowed to apply in the prescribed format for the head wise internal split of his marks obtained at such examinations along with payment of non-refundable fee of Rs. 100/- by cash or D. D. drawn in favour of the Professor-cum-Director, Institute of Distance and Open Learning, University of Mumbai, Dr. Shankar Dayal Sharma Bhavan, Vidyanagari, Santacruz (East), Mumbai – 400 098, from where the candidate has registered for the said course.
6. The Photo/Xerox copy/ies shall be sought by submission of application in the prescribed form along with the non-refundable fee of Rs. 100/- per answer book by the examinee. The said fee shall be remitted by cash or by D. D. drawn in favour of the Professor-cum-Director, Institute of Distance and Open Learning, University of Mumbai, Dr. Shankar Dayal Sharma Bhavan, Vidyanagari, Santacruz (East), Mumbai – 400 098. The examinee belonging to reserved categories shall be granted 50 % concession in fee, provided a certified copy of the caste certificate is enclosed.
7. The prescribed application form for obtaining Photo/Xerox copy/ies of answer book shall have to be filled and signed by the applicant examinee only and shall be submitted to the IDOL, University of Mumbai **within seven (7) working days** from the date of declaration of result of the examination or issue of the statement of marks by the Institute of Distance and Open Learning, whichever is later.
8. Incomplete application form shall be rejected without assigning any reason whatsoever and the fees paid along with the application form shall neither be refunded nor will any representation be entertained.

9. On receipt of the photocopy if the discrepancy of following nature is noticed by the examinee, he should apply to the Professor-cum-Director of the Institute of Distance and Open learning in the prescribed form along with the said photocopy and copy of the question paper within three (03) working days from the date of receiving the photocopy.

i) Mistake in totaling

ii) Non assessment of a question / sub-question if required

10. On rectification of the result as per the provisions above, the candidate can apply for revaluation within seven (07) working days from the date of receipt of the rectified result, if he/she was not eligible to apply for revaluation of the said answer book under VCD Rule and only by such rectification becomes eligible for revaluation in the said subject, subject to other limitations contained.

----- X O X -----

RULES FOR THE REVALUATION OF THE ANSWER-BOOK/S

1. Applying for Photo/Xerox copy of the answer book and applying for Revaluation will be two independent processes.
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3. The student can independently apply for revaluation OR Photo/Xerox OR both simultaneously.
4. If the examinee is not satisfied with the marks awarded, he/she may independently apply for revaluation in the prescribed form within the period and in the manner prescribed, whether or not he/she has applied for Photo/Xerox copy/ies of the same.
5. This revaluation facility shall be **for theory papers only.**
6. The revaluation of answer book shall not be permitted in respect of the marks awarded to the scripts of practical examination /term work/ seasonal work / project work / dissertation / internal assessment / term work (including theory part) and in viva voce /oral / practical examinations.
7. A candidate can apply for the revaluation of the answer book of the subject only if he/she has secured at least 20% of the total marks in that subject or 40% of the marks required for passing in the said subject, whichever is less or the grade equivalent to the above criteria where grades are assigned to the theory paper.
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----- X O X -----

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1. Applying for Photo/Xerox copy of the answer book and applying for Revaluation will be two independent processes.
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4. This facility shall be **for theory papers only.**
5. Under these rules applying for the Photo/Xerox copy/ies of answer-books shall not be permitted in respect of the scripts of practical examination / term-work / sessional work / project work / dissertation / internal assessment / term work (including theory part) and in Viva voce / oral / practical examinations. However **within seven (7) working days from the date of declaration of the results or on issue of the statement of marks** by the IDOL, the candidate shall be allowed to apply in the prescribed format for the head wise internal split of his marks obtained at such examinations along with payment of non-refundable fee of Rs. 100/- by cash or D. D. drawn in favour of the Professor-cum-Director, Institute of Distance and Open Learning, University of Mumbai, Dr. Shankar Dayal Sharma Bhavan, Vidyanagari, Santacruz (East), Mumbai – 400 098, from where the candidate has registered for the said course.
6. The Photo/Xerox copy/ies shall be sought by submission of application in the prescribed form along with the non-refundable fee of Rs. 100/- per answer book by the examinee. The said fee shall be remitted by cash or by D. D. drawn in favour of the Professor-cum-Director, Institute of Distance and Open Learning, University of Mumbai, Dr. Shankar Dayal Sharma Bhavan, Vidyanagari, Santacruz (East), Mumbai – 400 098. The examinee belonging to reserved categories shall be granted 50 % concession in fee, provided a certified copy of the caste certificate is enclosed.
7. The prescribed application form for obtaining Photo/Xerox copy/ies of answer book shall have to be filled and signed by the applicant examinee only and shall be submitted to the IDOL, University of Mumbai **within seven (7) working days** from the date of declaration of result of the examination or issue of the statement of marks by the Institute of Distance and Open Learning, whichever is later.
8. Incomplete application form shall be rejected without assigning any reason whatsoever and the fees paid along with the application form shall neither be refunded nor will any representation be entertained.

9. On receipt of the photocopy if the discrepancy of following nature is noticed by the examinee, he should apply to the Professor-cum-Director of the Institute of Distance and Open learning in the prescribed form along with the said photocopy and copy of the question paper within three (03) working days from the date of receiving the photocopy.

i) Mistake in totaling

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10. On rectification of the result as per the provisions above, the candidate can apply for revaluation within seven (07) working days from the date of receipt of the rectified result, if he/she was not eligible to apply for revaluation of the said answer book under VCD Rule and only by such rectification becomes eligible for revaluation in the said subject, subject to other limitations contained.

----- X O X -----

महाराष्ट्र शासन राजपत्र

असाधारण

प्राधिकृत प्रकाशन

गुरुवार ऑक्टोबर १४, १९८२/आश्विन २२, शके १९०४

स्वतंत्र संकलन करून आईए कार्यालयाची वा भाषांतर येणारे पुस्तक काढले आहे

भाग चार

महाराष्ट्र विद्यापत्रिकाचे अधिनियम व राज्यपालांची प्रत्यक्षित केलेले अध्यादेश व केलेले अधिनियम

अनुक्रमिका

PAGES

MAHARASHTRA ACT No. XXXI OF 1982.—An Act to provide for preventing malpractices at University, Board and other specified examinations 221-223

The following Act of the Maharashtra Legislature, having been assented to by the President on the 11th October, 1982, is hereby published for general information.

D. N. CHAUDHARI,

Joint Secretary to the Government of Maharashtra,
Law and Judiciary Department.

MAHARASHTRA ACT NO. XXXI OF 1982

(First published, after having received the assent of the President in the "Maharashtra Government Gazette" on the 14th October, 1982)

An Act to provide for preventing malpractices at University, Board and other specified examinations.

WHEREAS, both House of the State Legislature were not in session;

AND WHEREAS the Governor of Maharashtra was satisfied that circumstance existed which rendered it necessary for him to take immediate action to have a special law in this State to provide for preventing malpractices at examinations held or proposed to be held by any University or the Board or any other authority specified by the State Government in this behalf, including leakages of question papers or copying at such examinations, and for matters connected therewith, and, therefore, promulgated the Maharashtra Prevention of Malpractices at University, Board or other specified Examinations Ordinance, 1982, on the 25th May 1982;

Mah
Ord.
IV of
1982

भाग चार--६०

(२२१)

२२२ महाराष्ट्र शासन एज्युकेशन, असा., ऑक्टोबर १४, १९८२/जारी २२, मार्च १९८४ [भाग चार]

AND WHEREAS it is expedient to replace the said Ordinance by an Act of the State Legislature : It is hereby enacted in the Thirty-third Year of the Republic of India as follows :—

Short title
and
commence-
ment

1. (1) This Act may be called the Maharashtra Prevention, of Mal-
practices at University, and other specified Examinations Act, 1982.

Definitions

(2) It shall be deemed to have into come force on the 25th May, 1982.

2. In this Act, unless the context otherwise requires,—

(a) "Board" means the Maharashtra State Board of Secondary and
Higher Secondary Education established under the Maharashtra Secondary
and Higher Secondary Education Boards Act, 1965 or any of its Divisional
Boards;

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1965.

(b) "Examination" means any examination held or proposed to be held
by any University or the Board and includes such other examination held or
proposed to be held by such other authority as may be specified in this behalf,
from time to time, by the State Government by notification in the Official
Gazette ;

(c) "University" means any University established by law in the State
of Maharashtra.

Duties of
super-setters
and
punishment
for contra-
vention

3. (1) Any person who is appointed as a paper setter at any exami-
nation shall not supply or cause to be supplied the question paper drawn by
him or a copy thereof or communicate the contents of such paper to any
person or give publicity thereto in any manner, except in accordance with
the instructions given to him in writing by his appointing authority in this
behalf;

(2) Any person who contravenes the provisions of sub-section (1)
shall, on conviction, be punished with imprisonment for a term which may
extend to one year, or with fine which may extend to one thousand rupees,
or with both.

Duties of
persons
entrusted
with
printing, etc.
of question
papers and
punishment
for contra-
vention

4. (1) Any person who is entrusted with the work of printing,
cyclotyping typing or otherwise producing copies of any question paper set
for the purposes of any examination shall not supply or cause to be supplied
a copy thereof or communicate the contents thereof to any person or give
publicity thereto in any manner, except in accordance with the instructions
given to him in writing by the authority which entrusted the work to him.

(2) Any person who contravenes the provision of sub-section (1) shall,
on conviction, be punished with imprisonment for a term which may extend
to one year, or with fine which may extend to one thousand rupees, or with
both.

[भाग चार पञ्चासम अध्याय राज्यपाल, अक्षा., अध्याय १४, १९८३/अध्याय २२, भाग १९०४ २२३]

5. (1) Any person who is entrusted with the custody, or is otherwise in possession, of any question papers set up for the purposes of any examination shall not supply or distribute or cause to be supplied or distributed any copy thereof or communicate the contents thereof to any person or give publicity thereto in any manner, except in accordance with the instructions given to him in writing by the authority which entrusted the custody or gave possession thereof to him.

Duties of person entrusted with custody of question papers and punishment for contravention.

(2) Any person who contravenes the provisions of sub-section (1) shall, on conviction, be punished with imprisonment for a term which may extend to one year, or with fine which may extend to one thousand rupees, or with both.

6. Whoever has in his possession any question paper set or purported to be set for any examination and supplies or causes to be supplied or offers to supply a copy thereof, or communicates or offers to communicate the contents thereof, to any person, whether for any consideration or otherwise, or gives publicity thereto in any manner, except in accordance with the instructions issued in writing by an authorised officer of the University, Board or other authority concerned with the examination, at any time before the examination is held, shall, on conviction, be punished with imprisonment for a term which may extend to one year, or with fine which may extend to one thousand rupees, or with both.

Prohibition of supply or publication of any question paper before examination is held.

7. Whoever is found in or near an examination hall by the invigilator or any other person appointed to supervise the conduct of the examination, copying answers to the question paper set at the examination, from any book, notes or answer papers of other candidates, or appearing at the examination for any other candidate or using any other unfair means, shall, on conviction, be punished with imprisonment for a term which may extend to six months, or with fine which may extend to five hundred rupees, or with both.

Prohibition of copying and impersonating at examinations.

8. Whoever abets any offence punishable under this Act shall be punishable with the punishment provided for the offence.

Punishment for abetment or offences.

II of 1974.

9. Notwithstanding anything contained in the Code of Criminal Procedure, 1973 all offences under this Act shall be cognizable offences and shall be non-bailable.

Offences to be cognizable and non-bailable.

II of 1974.

10. Notwithstanding anything contained in the Code of Criminal Procedure, 1973, all offences under this Act shall be tried in a summary way by any Metropolitan, Magistrate or any Judicial Magistrate of the First Class and the provisions of sections 262 to 265 (both inclusive) of the said Code shall, as far as may be, apply to such trial :

Offences to be tried summarily.

Provided that in the case of conviction for any offence in a summary

trial under this section, it shall be lawful for the Magistrate to pass a sentence of imprisonment for any term for which such offence is punishable under this Act.

Mah. Ord.
IV of
1982.

11. (1) The Maharashtra Prevention of Malpractices at University Board and other specified Examinations Ordinance, 1982, is hereby repealed.

Repeal of
Mah. Ord.
IV of 1982
and saving.

(2) Notwithstanding such repeal, anything done or any action taken (including any notification issued) under the said Ordinance shall be deemed to have been done, taken or issued, as the case may be, under the corresponding provisions of this Act.

शासकीय पध्दवती सुझाव, मुंबई.

UNIVERSITY OF MUMBAI

ORDINANCE 5050 :

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/Head 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 anyone 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 (examiner) 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 Recognised 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 Assessment :

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 Controller 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 means 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 and 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.

Appendix A

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-books + 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.
(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 or College or Institution examination for four additional examinations. (Note :—This money shall be credited to the Vice-Chancellor's Fund)
(11)	Using obscene 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 and dissertation examinations unless malpractice used threat).
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 questions, 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 use of unfair means or lapses committed by the paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of 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 a 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 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 Committee, Police Authorities and Court of Justice and shall deal with the case till it is finally disposed of.
- (ii) The Competent Authority of the Officer authorised by it in this behalf, shall inform the implicated person (paper-setter, examiner, moderator, referee, teacher or any other person connected with the conduct of examination) in writing of the act of malpractices used and or lapses or committed by him/her at the examination 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.
- (iii) The concerned person be asked to appear before the Inquiry Committee on a day, time and place fixed for meeting, with written reply/explanation to the show cause notice served on him/her and charge levelled against him/her therein. The concerned person himself/herself only shall present his/her case before the Committee.
- (iv) The documents that are being taken into consideration or to be relied upon for the purpose of proving charge/s against the concerned person shall be shown to him/her by the Inquiry Committee if he/she presents himself/herself before the committee. The evidence, if any, should be recorded in presence of the delinquent.
- (v) Reasonable opportunity, including oral hearing, shall be given to the concerned person in his/her defence before the Committee. The reply/explanation given to the show cause notice shall also be considered by the Committee before making final report/recommendation.
- (vi) The Committee should follow the above procedure in the spirit of principle of natural justice.

- (vii) If the concerned person fails to appear before the committee on the day, time and place fixed for the meeting, he/she be given one more opportunity to appear before the committee in his/her defence. Even after offering two chances, if the concerned person fails to appear before the committee, the committee shall take decision in his/her case in his/her absence on the basis of whatever evidences/documents which are available before it and same shall be binding on the concerned implicated person.
- (viii) The committee shall submit its report to the concerned competent authority alongwith its recommendations regarding punishment to be inflicted on the concerned person or otherwise.

(V) Punishment :

The competent authority, after taking into consideration the report of the committee, shall pass such orders as it deems fit including granting the implicated person benefit of doubt, issuing warning or exonerating him/her from the charge/s and shall impose any one or more of the following punishments on the implicated person found guilty of using malpractice/s or committing lapses at the examination :—

- (i) 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.
- (ii) Imposing fine. If the concerned person fails to pay the fine within a stipulated period, the Competent Authority may impose on such a person additional punishment/penalty as it may deem fit.
- (iii) Referring his/her case to the concerned disciplinary authorities for taking such disciplinary action as deemed fit as per the rules governing his/her service conditions.
- (iv) The competent authority or the Officer authorised in this behalf, shall inform the concerned person of the decision taken in his/her case and the punishments imposed on him/her.
- (v) An appeal made within 30 days of imposition of the punishment; other than the punishment referred to in clause No. (iii) above, shall lie with the Board of Examinations if the case is pertaining to the University examination or with the Management of the College or Institution, if the case pertaining to the college/institutions examination and their decision in the appeal shall be final and binding.
- (vi) The Competent Authority shall supply a typed copy of the relevant extract of fact-finding report of the Inquiry Committee, as well as the documents relied upon (if not strictly confidential), pertaining to his/her case to the appellant/petitioner, if applied for in writing.
- (vii) The court matters in respective cases of malpractices/lapses should be dealt with by the respective competent authority.
- (viii) As far as possible the quantum of punishment should be prescribed category-wise as hereunder :—

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 Examination/s.

Appendix B

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.
- (6) Paper-setter setting questions outside the scope of the syllabus. Disqualification from any examination work for a period of three years.
- (7) While assessing answerbook examiner showing negligence in detecting malpractices used by the student/s. As decided by the authorities of the University/College/Institution.
- (8) 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.
- (9) Sr. Supervisor/Chief Conductor showing apathy in carrying out duties related to examination (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.
- (10) 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.
- (11) 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.
- (12) The competent authority, in addition to the above mentioned punishment, may impose a fine on the concerned person if declared guilty.
- (13) 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.

UNIVERSITY OF MUMBAI**Statement of candidate who is alleged to have used Unfair-Means at the University Examination**

Name in Full : _____
Address : _____
Examination : _____
Paper No. & Subject : _____
Seat No. : _____

To,

The Controller of Examinations,
University of Mumbai,
M. J. Phule Bhavan,
Vidyanagari,
Santacruz (East),
Mumbai-400 098.

Sir,

I appeared at the above examination held on _____ at the

_____ College
(Centre) in the Morning/Evening session.

I give below my statement as follows :—

Place :

Date :

Time :

Signature of the Candidate

FORM OF UNDERTAKING

Full Name of the Candidate : _____

Permanent/Local Address : _____

To,

The Controller of Examinations,
University of Mumbai,
M. J. Phule Bhavan,
Vidyanagari,
Santacruz (East),
Mumbai-400 098.

Sir,

I, the undersigned, student of _____ College/Institution
appearing for _____ Examination at the
_____ College (Centre) do hereby state, on solemn affirmation as under :—

I understand that I am involved in respect of an alleged use of Unfair Means in the Examination Hall and therefore, a case against me is being reported to the University.

That inspite of the registration of a case of Unfair Means against me I request the University authorities to allow me to appear in the present paper and the papers to be set subsequently and/or at the University Examination to be held hereafter.

In case my request is granted, I do hereby agree that my appearance in the examination will be provisional and subject to the decision of the University authorities in the matter of disposal of the case of alleged use of Unfair Means referred to above.

I also hereby agree that in the event of myself being found guilty at the time of investigation the said case, my performance at the examination to which I have been permitted to apply provisionally, consequent upon my special request, is liable to be treated as *null and void*.

I witness whereof I set my hand to this undertaking.

Signature of the Candidate

Before me

Date : _____

Chief Coductor of the Centre,
and Rubber Stamp of the College/Institution/University.

Date : _____

UNIVERSITY OF MUMBAI

Report of the Jr. Supervisor/Sr. Supervisor/Chief Conductor

Block No. :

Examination :

Subject :

Date :

To,

The Controller of Examinations,
University of Mumbai,
M. J. Phule Bhavan,
Vidyanagari,
Santacruz (East),
Mumbai-400 098.

Sir,

I, the undersigned Jr. Supervisor appointed on the above-mentioned Block at the _____
examination held at _____ college (centre), am hereby making report against Candidate No. _____
Shri /Kum. _____ at the examinations,
as follows :-

Yours faithfully,

(Jr. Supervisor)

Date :

Time :

Name and Address of the Junior Supervisor

On the basis of the report made by the Jr. Supervisor, I am of the opinion that there is a *prima facie*
case of Unfair Means resorted to by the aforesaid Candidate No. _____ and therefore the case
be forwarded to the University for investigation.

Signature of Sr. Supervisor

Name :

Date :

Forwarded to the Controller of Examinations, University of University of Mumbai, M. J. Phule Bhavan,
Examination Section, Vidyanagari, Santacruz (East), Mumbai-400 098 for necessary action.

Seal of the College/Institute/University (centre)

Place : _____

Date : _____

Encl. : _____

Signature of Chief Conductor

(N.B. : Kindly enclose a copy of the relevant question paper)

PROFORMA 'B'

Proforma for submission of the Information regarding prosecution of Candidates appeared at the Centre

Centre No.	Examination	Name and Seat No. of the Candidate prosecuted	Date of Prosecution	Report of which the candidate was found malpractising and nature of malpractice in brief	Name of the Person who detected the malpractice	Signature of the Jr. Supervisor	Signature of the Sr. Supervisor	Signature of the Chief Conductor	Remarks
1	2	3	4	5	6	7	8	9	10