

Shivaji University Kolhapur

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Amendment to **Ordinance 9 Sr. No. 12 & 14** regarding revised quantum of punishment

Sr. No. 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.

Sr. No.	Nature of malpractice	Quantum of punishment
1	Possession of copying material. Depending upon the text of the copying in proportion and gravity of the malpractice.	a) Annulment of the performance of the student in the Subject / Paper concerned b) Annulment of the performance of the student at the University/ College/ Institution examination in full * (i.e. only that part/Semester to which the copying material is related) c) Expulsion of the student from University/College/ Institution examination for Two additional examinations (Note : The quantum of punishment mentioned at (b) above shall also apply to the following categories of malpractice at Sr.No. (2) to Sr.No.(12) and Sr.No. (15) in addition to the punishment prescribed there at)
2	Actual copying from the copying material	Expulsion of the students from University/ College/ Institution examination for one to three additional examination/s.
3	Possession of another student's answer-book	Expulsion of the student from University/College/ Institution examination for one additional examination (BOTH THE STUDENTS)
4	Possession of another student's answer-book + actual evidence of copying therefrom	Expulsion of the student from University /College/ Institution examination for two additional examinations (BOTH THE STUDENTS)
5	Mutual / Mass copying	Expulsion of the students from University/College/ Institution examination for two additional examinations + Fine of Rs.200/- each student involving in mass copying

6	<p>(i) Smuggling-out or smuggling-in of answer book as copying material</p> <p>(ii) Smuggling-in of written answer book based on the question paper set at the examination</p> <p>(iii) Smuggling-in of written answer book and forging signature of the Junior Sup. thereon.</p>	<p>Expulsion of the student from University /College/ Institution examination for three additional examinations + Fine of Rs. 500/-</p> <p>Expulsion of the student from University/College/ Institution examination for Four additional examinations + Fine of Rs.1000/- .</p> <p>Expulsion of the student from University / College/ Institution examination for five additional examinations + Fine of Rs. 2000/-</p>
7	Attempt to forge the signature of the Junior Sup. on the answer-book or supplement	Expulsion of the student from University/ College/ Institution examination for two to four additional examinations + Fine of Rs. 1000/-
8	Interfering with or counterfeiting of University/ College/ Institution seal, or answer books or office stationary used in the examination.	Expulsion of the student from University /College/ Institution examination for four additional examinations + Fine of Rs. 1000/-
9	Answer book, main or supplement written outside the examination hall or any other insertion in answer book	Expulsion of the students from University / College/ Institution examination for two to four additional examinations + Fine of Rs.1000/-
10	Insertion of currency notes in the answer book attempting to bribe any of the person/s connected with the conduct of examinations	Expulsion of the student from University / College / Institution examination for four additional examinations + Fine of Rs. 1000/-
11	Using obscene language / violence / threat at the Examination /Assessment Centre by a student/s at the University / College / Institution examination to Junior/Senior Supervisor / Chief Conductor /Principal / Moderator/Examiner/ person/s concerned with University Examinations	Expulsion of the student from University / College/ Institution examination for two to four additional examinations + Fine of Rs. 500/- to Rs. 2000/- depending upon of the gravity of the offence.

12	(a) Impersonation at the University/ College/Institution examination (b) Impersonation by a University / College / Institute student at S..S.C./ H.S.C. / any other examination.	1) Expulsion of the students from University/College/ Institution examination for five additional examinations (both the students, if impersonator is a University / College / Institute student) + Fine of Rs.2500 each for both students. 2) In case of first year student expulsion of student from University/College/ Institution examination for two additional examinations. + Fine of Rs. 2500 Expulsion of the impersonator from University /College/ Institution examination for five additional examinations. + Fine of Rs.2500
13	Revealing identity in any form in the answer written or in any other part of the answer book by the student at the University/College/ Institution examination.	Annulment of the performance of the student at the University/College/ Institution examination in full. + Fine of Rs.1000/-
14	Found having written on palms/ on the body/ on the clothes during the examination	Annulment of the performance of the student at the University/College/ Institution examination in full. (i.e. only that part/Semester to which the copying material is related.)
15	Identical answer/s in answer book/s reported by the Moderator /Examiner/Sr.Sup./ Jr. Supervisor.	Expulsion of the students concerned from University/ College/Institution examination for two additional examinations.
16	Tearing off/ of the answer book/page/s of the Answer Book	Annulment of the performance of the student at the University /College/ Institution examination for one additional examination + Fine of Rs. 500/-
17	1) Attempting question in wrong Section e.g. Question of Section-I written in section-II or vice versa 2) Repeating question in the both Sections	Fine of Rs. 1000/- in each case
18	All other malpractice /s not covered in the aforesaid categories.	Annulment of the performance of the student at the University /College/ Institution examination in concerned paper, full, and/or severe punishment and/or fine depending upon the gravity of the lapse.
19	If on previous occasion a disciplinary action was taken against a student for malpractice used at examination and he/she is caught again for malpractice used at the examinations, in this event he/she shall be dealt with severely. Severe additional punishment can be imposed on such students. This punishment may extend to double the punishment provided for the offence, when committed at the second or subsequent examination.	

20	<u>Malpractices at Practical examination/Dissertation/Thesis/Project Report at U,G./P.G level</u> A) Student involved in malpractice at Practical examination/Dissertation/Thesis/Project Report at U.G./P.G. level the punishment shall be dealt with as per the punishment provided for the theory examination depending upon the gravity of the case.. B) Student involved in malpractice in Dissertation/Thesis at M.Phil / Ph.D level the punishment shall be Withdrawal of the Degree/and three years to permanent disqualification for re-registration.	
21	Student getting admission for any courses by using fake and/or forged examination documents	Cancellation of terms, annulment of entire performance and withdrawing of the Degree as the case may be.
22	The Competent Authority, in addition to the above mentioned punishments, may impose a fine and/or punishment on the student /person concerned declared guilty.	

- [Note : 1) The Term " Annulment of the performance in full " includes performance of the student at the theory as well as Annual Practical Examination conducted by the University, but does not include performance at term work, project work with its term work, oral or practical & dissertation examinations unless malpractice used thereat.
- 2) In case of B.Sc. part-III examination students Annulment of the performance in full would include Annulment of the performance of theory examination only.]

Sr. No. 14 : Action for Malpractice and Lapses on the part of the Paper-Setter, Examiner, Moderator, Referee, Principal, Teacher or any other person connected with the conduct of University / College / Institution Examinations.

Sr.No.	Nature of punishment	Quantum of punishment
1	Paper-setter found responsible for leakage of the questions set in the University / College / Institution examination/s whether intentionally or due to the negligence before the time of examinations.	Disqualification from all examination work for a period of minimum three years and maximum up to permanent disqualification + Fine of Rs.1000/- + disciplinary action by concerned authorities as per the rules applicable.
2	Leakage of question/s/ question paper set in the University / College / Institution examination before the time of examination at the University / College / Institution, or examination.	Disqualification from all examination work for a period of minimum three years and maximum up to permanent disqualification depending upon the gravity of the case as applicable + Fine of Rs.2000/- + 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 Answer Books/ Dissertation / Project Report / Thesis by assigning the student marks to which the student is not entitled, at the University / College / Institution examination.	Disqualification from all examination work for a period of minimum three years + Fine of Rs.500/-to Rs.2000/- + disciplinary action by concerned authorities as per the rules applicable.
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 all examination work for a period of one to two years + Fine of Rs. 500/- to 2500/- + disciplinary action by the concerned authorities as per the rules applicable..
5	Paper-setter omitting question/s at the time of finalization of question paper set at examination or repeating Sr. No. of questions while writing or wrong insertion of question paper in the envelope.	1) Fine of Rs. 500/- for first mistake 2) Repeating of the same disqualification from all examination work.
6	Paper-setter repeating questions in same / different section/s.	Fine of Rs. 500/- per error.
7	Paper-setter setting questions outside the scope of the syllabus.	Fine of Rs.100/- per mark of the questions out of the scope of the syllabus.

8	While assessing answer book examiner showing negligence in detecting malpractice used by the student/s.	Fine of Rs.500/-to Rs.5000/-
9	A Research Guide showing negligence in supervision of Thesis/ dissertation / project work (e.g. use of manipulated data by a student)	Disqualification as a Research Guide and disqualification from any examination work as decided by the competent authorities of the University / College / Institution.
10	Sr. Supervisor / Chief Conductor showing apathy in carrying out duties mentioned in the examination instruction manual	Fine of Rs.1000/-minimum.
11	Jr. Supervisor helping student in copying answers while in the examination or showing negligence in reporting cases of copying answer by students when on supervision duty	Disqualification from all examination work up to a period of minimum three years + Fine of Rs. 1000/- minimum + disciplinary action by the concerned authorities as per the rule
12	Jr. Supervisor helping student (examinee) in mass copying while on examination duty.	Permanent disqualification from any examination work + Fine of Rs. 5000/- minimum + disciplinary action by the concerned authorities as per the rule
13	A) While assessing Answer Book Examiner / Moderator not assessing answer/s B) While assessing Answer Book making mistakes in totaling the marks, and such other lapses	A) Fine of Rs.200/- minimum B) Fine of Rs. 10/- per mistake
14	Refusal of examination work without any genuine reason to do so, as a) Flying Squad member b) Jr./Sr.Supervisor/ Paper Setter/ Examiner / Moderator / Director CAP C) Any other work concerning any examination.	Fine of Rs. 1000/- minimum Fine of Rs. 1000/-minimum Fine of Rs. 1000/-minimum

15	Principal / Director/HOD refusing to provide services of teaching and non-teaching staff and other facilities at any examination work.	Fine of Rs. 1000/- in each case + disciplinary action by the concerned authorities as per the rule.
16	Wrong distribution of Question Paper by the Senior / Junior Supervisor/s.	All expenditure of re-printing, distribution etc. be recovered from the concerned Senior / Junior Supervisor/s + disciplinary action by the concerned authorities as per the rule.
17	Late submission of MSS	Rs. 50/- per day
18	Violation of any of the instruction to the Paper-setter and Examiner/Moderators	Minimum Rs. 100/-
19	Not submitting the manuscripts in properly sealed covers	Rs. 100/- per unsealed cover.
20	Giving insufficient instructions.	Rs. 100/- per question paper.
21	Mistakes in transferring marks from Answer-books to Marklist or Marks from inner side of Answer-books to cover page of Answer-book	Minimum Rs. 10/- per mistake.
22	Setting an unsolvable problem	Entire amount for setting the particular question papers.
23	Late submission of mark-lists	Rs. 10/- per day
24	For entering the marks against wrong number.	Minimum Rs. 100/- per mistake and not more than Rs. 2000/- .
25	Non-Assessment of the answer/s or a part of answer	Minimum of Rs. 200/- for per question or part of answer
26	Mistake in totaling	Minimum of Rs. 10/- per mistake.
27	Other irregularities	Minimum Rs. 100/-

In addition to above provisions following provisions are also applicable.

- 1) Board of Examinations will be the competent authority to decide the quantum of punishment and to take disciplinary action
- 2) Disciplinary action such as show cause notice, strong warning, noting of the offence in the service book of the concerned person, fine, withholding or extending the promotion, withholding the increment/s, withdrawing the recognition, suspension and termination shall be implemented by the Management concerned.
- 3) All types of monetary fines should be credited in the Vice-Chancellor's Fund. This fund should be used for Examination work only with the prior approval of Board of Examinations.
- 4) All serious malpractices relating the examination work should be reported to the concerned Affiliation/BCUD Section to bring it to the notice of concerned L.I.C.
- 5) In addition to the above mentioned punishment, the competent authority may impose a fine and or punishment on the concerned person if declared guilty.
- 6) 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.
- 7) All other malpractice not covered in the aforesaid categories - Punishment + Fine + Disciplinary action as decided by the Competent Authority

Sd/-

**I/c. Registrar
Shivaji University Kolhapur.**

Above **Ordinance O.9 Sr.No. 12 & 14** (Regarding the Quantum of punishment.) Amendment chart is enclosed with Office CIRCULAR

Ref. No. SU/MTG/ORD/5

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