

**Sam Higginbottom University of Agriculture, Technology and Sciences
Prayagraj (Allahabad) – 211007**

PROFORMA REGARDING USE OF UNFAIRMEANS IN EXAMINATIONS

Note: This proforma dully filled along with Answer sheet(s) and material etc. be submitted to Controller of Examinations in sealed envelope on same day or following day.
One proforma to be used for one student only.

(To be completed by the Invigilator)

Things / material / chit/paper etc. found in possession of student for copying in Answer sheet, which shall be termed as "Unfair means"

1. Id. No. _____ Name of Student _____
2. Semester _____ Programme _____
3. Course Code _____ Course Title _____
4. Date _____ Day _____ Room No. with location _____
5. Mid / End Term _____ Current / Repeat / Re-registration _____

Report of concerned Invigilator (s) _____

In view of this please state the following: -

(a) Type of material found _____

(b) Anything written on any part of body/trouser/shirt/ saree / dupatta etc. which cannot be attached, please write the description/contents thereof in the space provided below: _____

Note: *The material caught from the student must invariably be attached duly signed by the Invigilator and student with date other than material shown in para (b) above.*

Signature of Invigilator(s) _____ Name of Invigilator (s) _____

STATEMENT OF STUDENT:-

I am fully aware of the aforesaid report and my written explanation is as follows:-

(a) Were these things found in your possession? Yes/No _____

(b) If no, did you pick it from your desk/chair/surrounding area or you were given by some other student. Please explain. _____

(c) Did you take any help from this ? Yes/No

(d) Do you want to explain anything in this context? Yes/No

Date _____ Name of student _____ Signature _____

(To be completed by Head Invigilator/ HoD / Dean)

It is certified that above written explanation has been given by the student in my presence.

OR

It is certified that student has refused to give any written statement/ explanation in my presence.
(Please put cross (X) whichever is not applicable)

Date _____ Signature of Head Invigilator / HoD / Dean _____

Report of Invigilator / Subject teacher in presence of EDC

1. Did student misbehaved in Examination Hall: _____
2. Has student copied from the attached material: _____

DECISION BY EXAMINATION DISCIPLINARY COMMITTEE
(To be completed by Competent Decision Committee)

As per decision taken by the committee the defaulter student has been awarded the following punishment which shall be communicated by Controller of Examinations to the student through Notice Board as well as to all Deans/Heads and concerned teacher.

1. Article No. 1.6 A (i) / 1.6 A (ii) / 1.6 (B) is applicable.
2. Result of course _____ of Sem. _____ is being cancelled.
3. Result of all courses of Semester _____ is being cancelled.
4. Result of repeat paper / course _____ of Sem. _____ is being cancelled.
5. Any other decision: _____

Signature of members present:-

- | | | |
|-----------|-----------|-----------|
| 1. _____ | 2. _____ | 3. _____ |
| 4. _____ | 5. _____ | 6. _____ |
| 7. _____ | 8. _____ | 9. _____ |
| 10. _____ | 11. _____ | 12. _____ |

Above decision approved

Chairman

EXAMINATION DISCIPLINARY COMMITTEE