

Procedure for Investigation In Case of Malpractice

With reference to the ordinances 0.220(amended) of the University of Mumbai

1. Principal of the college will appoint the unfair means inquiry committee to investigate means resorted by students at the examination held by the college.
2. Principal shall inform the student concerned in writing of the act of unfair means alleged to have been committed by him/her. If the committee finds the allegation is proved, punishment stipulated in the show cause notice will be imposed.
3. Student will be asked to appear before committee with written reply/ explanation to the show cause notice served on him/her. Student herself/himself only shall present his/ her case before the committee.
4. Inquiry committee should show the document that is being taken into consideration for the purpose of charges against the student. The evidence, if any, should be recorded in the presence of delinquent.
5. Reasonable opportunity including oral hearing shall be given to the student in his defense before making final report and recommendations to the principal.
6. Committee will consider the reply/ explanation given by student before making final recommendation in the case in the spirit of natural justice.
7. Student will be given two opportunities to appear before the committee. Even after offering two chances, if the student fails to appear before the committee, committee will take decision in his/her absentia.
8. Committee will submit the report to the principal giving the recommendations. Final orders will be issued by principal with regard to penal action to be taken against the student.

Punishment will be as in accordance with the guidelines laid down in the ordinance as mentioned below.

कॉपी करतांना पकडला गेल्यास विद्यार्थ्यावर होणाऱ्या कारवाईचा तक्ता.

Sr. No.	Name 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 there at
2	Actual copying from the copying Material	Exclusion of the students from University or college or institution examination for one additional Examination.
3	Possession of another student's Answer-Book	Exclusion of the student from University or college or Institution examination for one Additional examination (Both the students)
4	Possession of another student's Answer-book + actual evidence of copying there from	Exclusion of the student from University or college or Institution examinations for two Additional examination (Both the students)

Sr. No.	Name of Malpractice	Quantum of Punishment
5	Mutual/Mass copying	Exclusion of the student from University or college or Institution examination for two Additional examinations (Both the Student)
6	i) Smuggling-out or smuggling in of answer books as copying material ii) Smuggling- in of written answer book based on the questions papers set at the examination iii) Smuggling in of written answer book and forgoing signature of the Jr. Supervisor there on.	Exclusion of the student from University of college or Institution examination for two Additional examination (Both the Students) Exclusion of the student from University or college or institution examination for the additional examination. Exclusion of the student from University or college or institution examination for three additional examination.
7	Using obscene language/ Violence/ threat at the examination center by the student at the University/ College Institution examination to Jr./Sr. Supervisors/ Chief conductor of Examination.	Exclusion of the student from University or college examination for four additional examinations.
8	All other malpractice not covered in the aforesaid categories.	Annulment of the performance of the student at the university / College / institution in full and severe punishment depending upon the gravity of the offence.

