



Examination Regulations Pertaining to Unfair Means and Disorderly Conduct, 2024

In exercise of the powers conferred under Chapter 28 of the GS University Statutes, the following regulations are hereby established to govern the conduct of examinees and ensure the sanctity of all university examinations.

I. Short Title and Application

These regulations shall be called Examination Regulations Pertaining to Unfair Means and Disorderly Conduct, 2024". They shall apply to all continuous assessments, practicals, semester, annual, professional, supplementary, and entrance examinations conducted by GS University, Hapur.

II. Definitions

Unless the context otherwise requires, the following terms shall mean:

1. University: GS University, Hapur.
2. Examination: Any academic assessment conducted by the University, including semester, annual, supplementary, and graduating examinations, as well as entrance tests and interviews.
3. Candidate: Any person registered, enrolled, or appearing for an examination conducted by the University.
4. Examination Committee: The statutory body constituted under Chapter 28 of the University Statutes.
5. Controller of Examinations (CoE): The principal officer responsible for the conduct of university examinations.
6. Unfair Means (UFM): Includes, but is not limited to:
 - Unauthorized Possession: Having access to or possession of notes, books, unauthorized electronic gadgets (including mobile phones, smartwatches, or Bluetooth devices in switched-off mode), or relevant writings on clothing, body, or furniture.
 - Unauthorized Communication: Giving or receiving assistance, communicating with other candidates or external parties, or soliciting help from invigilators/ examiners to influence evaluation.
 - Tampering: Replacing, adding, or smuggling out Answer Books (in whole or part), OMR sheets, or Question Papers.
 - Identity Disclosure: Deliberately revealing identity or making distinctive marks in the Answer Book to influence the examiner.
 - Prior Access: Illegally gaining access to the question paper or its contents before the examination.
7. Disorderly Conduct: Includes, but is not limited to:
 - Defiance: Refusing to obey the instructions of the Centre Superintendent or Invigilator, changing seats without permission, or leaving the hall before the stipulated time.
 - Disruption: Disturbing the examination environment, inciting others to boycott the exam, or shouting and using abusive language.
 - Forgery & Impersonation: Forging Admit Cards/ID proofs, impersonating a candidate, or allowing

oneself to be impersonated.

- o Destruction of Evidence: Tearing, mutilating, or swallowing unauthorized material or Answer Books to avoid UFM booking.
- o Violence & Intimidation: Entering the premises in an inebriated state, carrying weapons, or verbally/physically threatening or assaulting examination staff or fellow candidates.

III. Prohibition

No candidate shall adopt Unfair Means or indulge in Disorderly Conduct during, before, or immediately after the conclusion of any University examination.

IV. Detection and On-Spot Procedures

A. Minor Disruptions

- i. The Invigilator shall issue a first verbal warning.
- ii. If the behaviour persists, the matter shall be escalated to the Centre Superintendent for a second verbal warning.
- iii. If the candidate refuses to comply, the Centre Superintendent shall formally report the matter to the UFM Scrutiny Committee.

B. Serious Offences: UFM and Major Disorderly Conduct

- i. Confiscation & Issuance: The Invigilator shall immediately confiscate the Answer Book and any unauthorized material. The candidate shall be issued a fresh Answer Book to continue the exam.
- ii. Written Statement: The Centre Superintendent shall direct the candidate to provide a written explanation on the prescribed UFM Reporting Form.
- iii. Refusal to Comply: If the candidate refuses to provide a statement or sign the form, the Superintendent shall record this refusal, duly witnessed by a second invigilator. It shall be legally presumed that the candidate forfeited their opportunity for an on-spot defence.
- iv. Physical Search: The Centre Superintendent, supported by authorized staff of the same gender, reserves the right to physically frisk a candidate suspected of concealing unauthorized materials.

V. Reporting and Interim Action

- i. Forwarding of Evidence: The Centre Superintendent shall forward the UFM Reporting Form, the candidate's statement, the confiscated Answer Book, the new Answer Book, and all recovered materials in a sealed envelope to the CoE by the end of the examination day.
- ii. Interim Expulsion: The Centre Superintendent (or Head of Department for practicals) retains the discretionary power to expel a candidate for the remainder of that specific paper if their presence poses a severe threat to the integrity of the examination or the safety of others.

VI. Inquiry Procedure (Principle of Natural Justice)

- i. Scrutiny Committee: The Vice-Chancellor shall constitute a UFM Scrutiny Committee to adjudicate all reported cases.
- ii. Show Cause Notice: The CoE shall issue a written notice to the candidate, detailing the charges and mandating their appearance before the Committee on a specified date.
- iii. Hearing: The candidate must present their defence in person. Legal representation
- iv. (counsels/advocates) is strictly prohibited.
- v. Ex-Paste Decision: If a candidate fails to appear or refuses to accept the notice, the Committee shall proceed *ex-paste* based on the available evidence.
- vi. Final Recommendation: The Scrutiny Committee shall submit its findings and recommended penalties to the Examination Committee for final approval and issuance of the punishment order.

VII. Quantum of Punishment

The Examination Committee shall impose penalties based on the severity of the offense. Punishments for concurrent offenses shall run consecutively or be aggregated at the Committee's discretion.

Table 1: Unfair Means (UFM) Penalties

Offense Category	Type of Offense	Penalty in case of use of unfair means during a University Academic Programme Examination	Penalty in case of use of unfair means during an Entrance Examination of the University
Category A	Influencing staff, unauthorized communication, making marks or symbols which can be used to identify an answer book.	Cancellation of the Specific paper and shall be awarded zero marks in the Subject.	Candidate shall not be considered for admission during the current academic year.
Category B	Possession of unauthorized material, electronic gadgets, or notes on body/clothes, any type of paper chits related to subjects	Cancellation of the concerned paper and awarded zero marks of subjects.	Candidate shall not be considered for admission during the current academic year.
Category C	Smuggling in/out OMR/Answer sheets, replacing pages, gaining prior access to question paper.	Cancellation of entire Semester/Annual exam and debarment for 1 full academic year. No grade or marks shall be awarded in any subject of the examination.	Candidate shall not be considered for admission during the current academic year and 2 subsequent years.

Table 2: Disorderly Conduct Penalties

Offense Category	Type of Offense	Penalty in case of use of unfair means during a University Academic Programme Examination	Penalty in case of use of unfair means during an Entrance Examination of the University
Category A	Changing seats, leaving early, arguing for extra time without cause.	Cancellation of the specific paper.	Candidate shall not be considered for admission during the current academic year.
Category B	Altering/Forging Admit Cards, destroying evidence of UFM.	Cancellation of the entire Semester/Annual examination.	Candidate shall not be considered for admission during the current academic year and 1 subsequent year.
Category C	Shouting, abusive language, inciting a boycott of the exam.	Cancellation of entire Semester/Annual examination and debarment for 1 academic year.	Candidate shall not be considered for admission during the current academic year and 2 subsequent years.
Category D	Tearing Answer Books, Impersonation (acting as or using a dummy) or any page of answer books.	Cancellation of entire Semester/Annual examination and debarment for 1 academic year and a FIR may be lodged by the UFM Committee.	Candidate shall not be considered for admission during the current academic year, barred for 3 years and an FIR may be lodged.


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Category E	Carrying weapons, threatening exam staff or fellow candidates.	Cancellation of entire Semester/Annual examination and debarment for 3 academic years and a FIR may be lodged by the UFM Committee.	Candidate shall not be considered for admission during the current academic year, barred for 4 years and an FIR may be lodged.
Category F	Physical assault on exam staff or candidates.	Cancellation of entire Semester/Annual examination and debarment for 5 academic years and a FIR may be lodged by the UFM Committee.	Candidate shall not be considered for admission during the current academic year, barred for 5 years and an FIR may be lodged.

Note: If a candidate is caught using unfair means during a theory paper, their sessional, mid-term, or practical marks for the subject shall remain unaffected unless those specific components were also compromised.

VIII. Appellate Mechanism

A candidate aggrieved by the decision of the Examination Committee may file a formal written appeal to the Academic Council (or the Vice-Chancellor) within 30 days from the date of the issuance of the punishment order.

IX. Post-Declaration Detection

If evidence of UFM or forgery comes to light within four (4) months of the result declaration, the University retains the right to issue a Show Cause Notice, initiate an inquiry, and retroactively cancel the result and award corresponding punishments under these regulations.

X. Offenses, by Non-Students and Third Parties

1. **University Employees:** If any teaching or non-teaching staff is found complicit in facilitating UFM, smuggling answer books, or leaking papers, immediate disciplinary proceedings shall be initiated as per the University Service Rules, alongside criminal charges.
2. **External Entities:** If an external individual (non-student/non-employee) is caught impersonating, tampering with documents, or compromising the exam, the University Proctorial Board shall immediately hand over the individual to law enforcement agencies and lodge an FIR under relevant sections of the prevailing penal laws.

NOTE:

1. If a candidate repeats or indulges in unfair means or disorderly behaviour for the second time during the same examination. He/ she shall be awarded punishment higher than the category in which his/her case falls.
2. Cases of use of unfair means or disorderly conduct at the examination, for charges not covered by the above clauses, shall be decided by the Hon'ble Vice-Chancellor of the University.


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