

Date: 24-12-2022

**Revised UFM policy**

**UFM Process & Review:**

If a candidate is found practicing any of above-mentioned Unfair Means:

- a. UFM report to be filed by Jr&Sr Supervisor of the centre.
- b. He-she should be allowed to complete the same exam without giving any extra time.

In case of UFM in the University Examination, the Provost will form a committee after the completion of the Examination for the same school. After the exam, the committee shall conduct an interaction with the concerned Jr&Sr Supervisor, the candidate & parents. The committee shall submit the report of the same next day of the interaction.

**Norms of Punishment:**

The following norms for punishment are laid down, if found guilty by the committee formed by the provost.

Type of UFM practiced	Punishment to be imposed
<ol style="list-style-type: none"><li>1. During examination time having in possession or access to<ol style="list-style-type: none"><li>a) Any paper, book, note or any other material (relevant or irrelevant).</li><li>b) Mobile Phones or any electronic gadget other than scientific calculator, even in switch off mode, which can potentially be used for communication or copying.</li><li>c) Anything written on any other instrument or any kind of furniture or any other substance which may have relevance to the syllabus of the examination paper concerned.</li><li>d) Anything written or signs made on the body of the candidate or his-her clothes-garments, handkerchief etc which may have relevance to the syllabus of the examination paper concerned.</li><li>e) Anything written on the question paper which may have relevance to the syllabus of the examination paper concerned.</li></ol></li></ol>	The candidate will be awarded F Grade in 02 courses: one in which he is found guilty and second in which he has scored minimum marks other than F & to be declared as Pass.
<ol style="list-style-type: none"><li>2. Giving or receiving assistance in answering the question papers to or from any other candidate-person in the examination hall or outside during</li></ol>	



Type of UFM practiced	Punishment to be imposed
the examination hours.	
3. Talking to another candidate or any unauthorized person inside or outside the examination room during the examination hours without the permission of the invigilating staff.	
4. Swallowing or attempting to swallow or destroying or attempting to destroy a note or paper or any other material.	
5. Impersonating any candidate or getting impersonated by any person for taking the examination.	
6. If the candidate is found reading or possess some incriminating material relevant to the syllabus of the paper in verandah, urinal etc during his-her examination duration.	
7. If the behavior of the candidate on being caught is unsatisfactory or the candidate uses resistance-violence against the invigilator or any person on examination duty or consistently refuses to obey the instructions.	The candidate will be awarded F Grade in all course of the semester in which he-she has appeared for examination.
8. If a student fails to attend the UFM hearing meeting along with parents in physical form.	The candidate will be awarded F Grade in 03 courses: one in which he is found guilty and another two subjects in which he has scored minimum marks other than F & to be declared as Pass.

\*The above-mentioned punishment will be subject to change with Head-Dean of school, COE, Registrar and Provost approval.



Registrar,  
P P Savani University

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