

Sl. No.9

**CONFIDENTIAL**

Form for Reporting Cases of use of Unfairmeans at the Examinations  
..... EXAMINATION, 20

Candidate's Roll No..... Enrolment No.....

Name of the candidate (with full postal address).....

Name of candidate's father.....

Private/Ex-student/Regular.....

Name of Institution (in case of college.....  
candidate only)

Name of Centre.....

Subject and paper in which the candidate  
is reported to have used or attempt to use unfairmeans Subject.....Paper.....

Day..... Date..... Time.....

**NATURE OF UNFAIRMEANS**

(✓/ marks to be made)

- (a) Possessing/using another candidate's Answer-book.
- (b) Using material written on tables, clothes, Palms etc. (copy to be enclosed).
- (c) Having written material (or writing) on tables, clothes, palm etc. (copy of the material used).
- (d) Possessing unauthorised materials e.g. (Books, torn leaves, manuscript etc.)
- (e) Writing matter on the answer-book before the distribution of the paper.
- (f) Leaving Examination Hall on the pretext of natural urge and then consulting unauthorised material outside the examination room.
- (g) Replacing answer book with another one written outside the Examination Hall,
- (h) Any other unfairmeans of similar nature.

I- Particular of books, paper or writings on walls and desks etc. found in the possession of or otherwise procured from the candidate and submitting along with the answer books. (All these materials should be signed by the candidate, the person recovering and the Sr. Superintendent)

- |  |                     |
|--|---------------------|
| 1. Number of book(s)   | 1. ....             |
|  | 2. ....             |
|  | 3. ....             |
|  | .....               |
| 2. Number of torn leaves of book(s)                                      | .....               |
|  | .....               |
|  | .....               |
| 3. Number of (i) Manuscript(s), (ii) Sheet(s)                            | .....               |
|  | .....               |
|  | .....               |
| 4. No. of attested copies of material found on walls, desks or palm etc. | .....               |
|  | .....               |
|  | .....               |
| 5. Any other article (Scale, Instrument Box, Inkpot wrapper, cloth etc.) | .....               |
|  | Article.....No..... |

H. Statement of the candidate to be obtained once in his own handwriting.

- (i) (a) Was the above material recovered from you? .....
- (b) Was it recovered from your person, Desk, adjoining wall or near the seat? .....
- (c) If near the seat, from what distance and direction (Left, Right or under the seat)? .....
- (ii) Does the material pertain to the paper? .....
- (iii) Did you make any use of the material? .....
- (iv) Have you anything else to state? .....

.....  
*Signature of Candidate*  
*Date*.....  
*Time*.....

Certified that this statement was made in my presence.  
 (Certified that the candidate declined to give any statement)

*Countersigned*  
 .....  
*Superintendent*

*Dated*.....20

.....  
*Asstt. Superintendent*  
*I/C FlyingSquad*  
*Date*.....  
*Time*.....

III- Report of the person recovering the material or finding the candidate otherwise resorting to unfairmeans.

1. The material was recovered by me from:-
  - (a) Person
  - (b) Near the seat at a distance of .....
  - (c) On the Wall/Desk/Palm etc. (To be Specified)(Please strike off the portion not applicable)
2. Did the candidate surrender the material quietly or resorted to misbehaviour.....  
(In case of misbehaviour, details be given hereunder)  
.....  
.....

.....  
*Signature*

- (1) Room Invigilator
- (2) Member, Internal Flying Squad
- (3) Member, External Flying Squad
- (4) Asstt. Supdt.
- (5) Superintendent

Note: (All those of the above present on the scene of occurrence shall Sign.)

IV – Specific Report of the Senior Superintendent.

Date.....

Time.....

.....  
*Superintendent*

V- Report of the Head Examiner : (It should be definite and unambiguous)

1. (i) Did the candidate make any use of the material?

Yes/No.....

(ii) If Yes, give the following details:-

Question Number or Numbers. For which use made.....

Exact page Number(s) if use made from

torn leaves or books.....

(iii) Any other relevant information.....

2. Has the material found in possession of the candidate direct bearing to the questions asked in the paper Yes/No. If yes, give Question Numbers.....

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3. Is the matter contained in the attached paper or papers connected with the prescribed course of study in this paper-

4. Marks gained by the candidate in the answer-book in which he was detected using unfair means-

5. Marks gained by the candidate in the second answer-book supplied to him after detection.

Dated.....20

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*Head Examiner*