

Unfair Means Policy– PIPFA

S. No.	Nature of Offence	Penalties
1.	Cheating material or Prohibited items is / are recovered from the student but not used. Supervisor's Report and evidence on record.	Result of relevant paper will be cancelled with warning.
2.	Copying material or Prohibited items is / are brought in the examination premises and were used. Supervisor's Report and evidence on record.	Result of relevant paper will be cancelled and may be debarred up to two consecutive examination sessions.
3.	Not handing over of answer script or supplementary and taking answer script outside the Examination premises during or after the examination.	Result of relevant paper/all papers of current examination may be cancelled and/or may be debarred up to two consecutive examination sessions.
4.	Allowing someone to appear in the exam in place of genuine examinee	<p>Result of current examination for all the papers will be cancelled and registration with the Institute will be cancelled (or both) as per clause 3.4 of PIPFA Career plan.</p> <p>The person who attempts the examination in place of genuine examinee shall:</p> <ol style="list-style-type: none"> 1. In case the individual is a PIPFA student, his/her registration with the Institute will be cancelled as per clause 3.4 of PIPFA Career plan. 2. In case the individual is not a PIPFA student, an appropriate legal action can be taken against the offence.
5.	<ul style="list-style-type: none"> - Abusive Language is used; threat to the staff is given and student indulges in violence. - Any writing/drawing unethical language/sketches in the answer book. - Appeal to the examiner or writing religious statements or use of Roman English 	Result of relevant paper will be cancelled and may be debarred up to two consecutive examination sessions.
6.	<p>Indecent/derogatory language is written in the answer script;</p> <ol style="list-style-type: none"> 1. With identification 2. Without identification 	<ol style="list-style-type: none"> 1. Result of relevant paper may be cancelled and debarred from sitting in next examination. 2. Warning may be issued.
7.	Consulting books or using mobile phone etc., outside the examination hall during the examination.	Result of relevant paper may be cancelled.
8.	Tearing/Swallowing/ Destroying the evidence of cheating.	<p>1. If material is not used. Result of relevant paper will be cancelled.</p>

		<p>2. If material is used: Result of relevant paper will be cancelled and may be debarred up to two consecutive examination sessions.</p>
9.	Disobedience during examination like changing the seat himself / herself, or disobeying the supervisor or invigilator for changing the seat.	Result of relevant paper may be cancelled with warning.
10.	Giving incorrect / wrong information willfully for registration of examination and / or submitting forged documents.	Result of all examinations & exemptions for all the papers will be cancelled and Registration with Institute will be cancelled as per clause 3.4 of PIPFA Career plan.
11.	To exchange notes/ pages/question paper/supplements with other examinee(s) in the examination hall.	Result of the relevant paper of all the candidates will be cancelled who are involved in such activity and current attempt may be cancelled.
12.	To throw or try to throw the copying material in the vicinity of the other candidate or to throw it outside the Examination Hall.	Result of relevant paper of that examination session may be cancelled with warning.
13.	Creating disturbance, disobedience and argument with Exam/Invigilation Staff	Warning for being careful in future and/or cancellation of relevant paper results.
14.	Change of examination center at his/ her own will.	Action against the Officer In-Charge of the center and disqualification of the candidate for that examination as a whole.
15.	To snatch or try to snatch other candidates' answer script for copying.	Result of current examination for all the papers may be cancelled and may be debarred up to two consecutive examination sessions.
16.	<ul style="list-style-type: none"> • Whispering/speaking. • Glancing/looking at answer books/computer screens of other students. • Responding to others whispers/actions of other students and assisting other students by showing own answer book/computer screen. • Other minor offence(s) of similar nature and intensity. 	Warning
17.	<ul style="list-style-type: none"> • Writing on the desk before/during the examination, found relevant to the paper. • Writing on belongings or body. • Speaking outside the examination hall during the examination while granted permission to go out e.g., Washroom, etc. • Use of electronic communication devices for any purpose whatsoever. 	Result of relevant paper of that examination session may be cancelled with warning.

	<ul style="list-style-type: none">• Repeating offence(s) on same day or on any other day same or subsequent examination attempt.• Other offences of similar nature and intensity.	
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- Violation of any instruction of PIPFA Career Plan and Admit Card shall be considered as 'Misconduct' and penalized accordingly.
- PIPFA reserves the right to withhold result of students whose cases are under investigation till the time of final decision.
- The Examination Committee shall have the power to take appropriate actions in the reported cases using unfair means/misconduct during the examinations.