

Criterion No. II

2.5.1. Mechanism of Internal /External assessment is transparent and the grievance redressal system is time-bound and efficient.

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Smt. Durgadevi Sharma Charitable Trust

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ORDINANCES OF UNIVERSITY OF MUMBAI



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महाराष्ट्र शासन राजपत्र

असाधारण
प्राधिकृत प्रकाशन

नुरुवार ऑक्टोबर १४, १९८२/आश्विन २२, संके १९०४

स्वतंत्र संकटन पत्र फाईल करण्याची वा प्रकाश देणे पत्र कांक दिने असेव

भाग चार

महाराष्ट्र विधानमंडळाचे अधिनियम व राज्यघाटकी प्रकाशित केलेले अध्यादेश व केलेले विनियम
अनुक्रमिका

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The following Act of the Maharashtra Legislature, having been assented to by the President on the 11th October, 1982, is hereby published for general information.

D. N. CHAUDHARI,

Joint Secretary to the Government of Maharashtra,
Law and Judiciary Department.

MAHARASHTRA ACT NO. XXXI OF 1982

(First published, after having received the assent of the President in the "Maharashtra Government Gazette" on the 14th October, 1982)

An Act to provide for preventing malpractices at University, Board and other specified examinations.

WHEREAS, both House of the State Legislature were not in session ;

AND WHEREAS the Governor of Maharashtra was satisfied that circumstance existed which rendered it necessary for him to take immediate action to have a special law in this State to provide for preventing malpractices at examinations held or proposed to be held by any University or the Board or any other authority specified by the State Government in this behalf, including leakages of question papers or copying at such examinations, and for matters connected therewith, and, therefore, promulgated the Maharashtra Prevention of Malpractices at University, Board or other specified Examinations Ordinance, 1982, on the 25th May 1982 ;

Mah
Ord.
IV of
1982

भाग चार--६०

(२२१)

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२२२ महाराष्ट्र शासन राजपत्र, अक्षा., नोव्हेंबर १४, १९८२/आश्रित २२, शके १९०४ [भाग चार

AND WHEREAS it is expedient to replace the said Ordinance by an Act of the State Legislature : It is hereby enacted in the Thirty-third Year of the Republic of India as follows :—

Short title and commencement

1. (1) This Act may be called the Maharashtra Prevention, of Malpractices at University, and other specified Examinations Act, 1982.

Definitions

(2) It shall be deemed to have come into force on the 25th May, 1982.

2. In this Act, unless the context otherwise requires,—

(a) "Board" means the Maharashtra State Board of Secondary and Higher Secondary Education established under the Maharashtra Secondary and Higher Secondary Education Boards Act, 1965 or any of its Divisional Boards.

Mah. XLI of 1965.

(b) "Examination" means any examination held or proposed to be held by any University or the Board and includes such other examination held or proposed to be held by such other authority as may be specified in this behalf, from time to time, by the State Government by notification in the Official Gazette ;

(c) "University" means any University established by law in the State of Maharashtra.

Duties of paper-setters and punishment for contravention

3. (1) Any person who is appointed as a paper setter at any examination shall not supply or cause to be supplied the question paper drawn by him or a copy thereof or communicate the contents of such paper to any person or give publicity thereto in any manner, except in accordance with the instructions given to him in writing by his appointing authority in this behalf.

(2) Any person who contravenes the provisions of sub-section (1) shall, on conviction, be punished with imprisonment for a term which may extend to one year, or with fine which may extend to one thousand rupees, or with both.

Duties of persons entrusted with printing, etc. of question papers and punishment for contravention

4. (1) Any person who is entrusted with the work of printing, cyclostyling typing or otherwise producing copies of any question paper set for the purposes of any examination shall not supply or cause to be supplied a copy thereof or communicate the contents thereof to any person or give publicity thereto in any manner, except in accordance with the instructions given to him in writing by the authority which entrusted the work to him.

(2) Any person who contravenes the provision of sub-section (1) shall, on conviction, be punished with imprisonment for a term which may extend to one year, or with fine which may extend to one thousand rupees, or with both.

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[भाग चार महाराष्ट्र शासन राजपत्र, अद्या., ऑक्टोबर १४, १९८२/वाणिज्य २२, शब्द : १९०४ २२३]

5. (1) Any person who is entrusted with the custody, or is otherwise in possession, of any question papers set-up for the purposes of any examination shall not supply or distribute or cause to be supplied or distributed any copy thereof or communicate the contents thereof to any person or give publicity thereto in any manner, except in accordance with the instructions given to him in writing by the authority which entrusted the custody or gave possession thereof to him.

Duties of person entrusted with custody of question papers and punishment for contravention.

(2) Any person who contravenes the provisions of sub-section (1) shall, on conviction, be punished with imprisonment for a term which may extend to one year, or with fine which may extend to one thousand rupees, or with both.

6. Whoever has in his possession any question paper set or purported to be set for any examination and supplies or causes to be supplied or offers to supply a copy thereof, or communicates or offers to communicate the contents thereof, to any person, whether for any consideration or otherwise, or gives publicity thereto in any manner, except in accordance with the instructions issued in writing by an authorised officer of the University, Board or other authority concerned with the examination, at any time before the examination is held, shall, on conviction, be punished with imprisonment for a term which may extend to one year, or with fine which may extend to one thousand rupees, or with both.

Prohibition of supply or publication of any question paper before examination is held

7. Whoever is found in or near an examination hall by the invigilator or any other person appointed to supervise the conduct of the examination, copying answers to the question paper set at the examination, from any book, notes or answer papers of other candidates, or appearing at the examination for any other candidate or using any other unfair means, shall, on conviction, be punished with imprisonment for a term which may extend to six months, or with fine which may extend to five hundred rupees, or with both.

Prohibition of copying and impersonating at examinations.

8. Whoever abets any offence punishable under this Act shall be punishable with the punishment provided for the offence.

Punishment for abetment or offences.

II of 1974.

9. Notwithstanding anything contained in the Code of Criminal Procedure, 1973 all offences under this Act shall be cognizable offences and shall be non-bailable.

Offences to be cognizable and non-bailable.

II of 1974.

10. Notwithstanding anything contained in the Code of Criminal Procedure, 1973, all offences under this Act shall be tried in a summary way by any Metropolitan, Magistrate or any Judicial Magistrate of the First Class and the provisions of sections 262 to 265 (both inclusive) of the said Code shall, as far as may be, apply to such trial :

Offences to be tried summarily.

Provided that in the case of conviction for any offence in a summary

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११० नवरात्रि कार्तिक पंचम, २०१८, ऑक्टोबर १०, १९८२/ऑक्टोबर ११, नवे १९८२ [भाग ३४]

trial under this section, it shall be lawful for the Magistrate to pass a sentence of imprisonment for any term for which such offence is punishable under this Act.

Mah. Ord.
IV of
1982.

11. (1) The Maharashtra Prevention of Malpractices at University Board and other specified Examinations Ordinance, 1982, is hereby repealed.

Repeal of
Mah. Ord.
IV of 1982
and saving.

(2) Notwithstanding such repeal, anything done or any action taken (including any notification issued) under the said Ordinance shall be deemed to have been done, taken or issued, as the case may be, under the corresponding provisions of this Act.

शासकीय संघबन्धी मुद्रणात्मक मुद्रा

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UNIVERSITY OF MUMBAI

ORDINANCE 5050 :

1. (a) On receipt of a report regarding use of unfair means by any student at any University examination, including breach of any of the rules laid down by the University Authorities, for proper conduct of examination, the Board of Examinations shall have power at any time to institute inquiry and to punish such unfair means or breach of the rules by exclusion of such student from any University examination or from any University course in a College or Recognised Institution or in the University Department or from any Convocation for the purpose of conferring degree either permanently or for a specified period, or by cancellation of the result of the student in the University examination for which the student appeared or by deprivation of any University Scholarship held by him/her or by cancellation of the award of any University prize or medal to him/her or by imposition of fine or in any two or more of the aforesaid ways *within a period of one year.*
 - (b) Where the examinations of the University courses are conducted by the constituent Colleges /Recognised Institutions on behalf of the University, the Principal/Head of the concerned constituent College/ Institution, on receipt of a report regarding use of unfair means by any student at any such examination, including breach of any of the rules laid down by the University Authorities or by the College/ Institution for proper conduct of examination, shall have power at any time to institute inquiry and to punish such unfair means or breach of any of the rules by exclusion of such a student from any such examination or any University course in any College/Institution either permanently or for a specified period or by cancellation of the result of the student in the College/Institution examination for which he/she appeared or by deprivation of any College/Institution Scholarship or by cancellation of the award of any College/Institution prize or medal to him/her or by imposition of fine or in any two or more of the aforesaid ways.
 - (c) On receipt of report regarding malpractices used or lapses committed by any paper-setter, examiner, moderator, referee, teacher or any other person connected with the conduct of examination held by the University or Colleges or Recognised Institution including breach of the rules laid down for proper conduct of examination, the Board of Examinations, in the cases of the University examinations or the Management Body in the cases of the examinations conducted by the College/Institution on behalf of the University, as the case may be, shall have power at any time to institute inquiry and to punish such malpractices or lapses by declaring disqualified the concerned paper-setter, examiner, moderator, referee, teacher or any other person connected with the conduct of examination from any examination work either permanently or for a specified period or by referring his/her case to the concerned authorities for taking such disciplinary action as deemed fit as per the rules provided for or in any two or more of the aforesaid ways.
2. **Competent Authority :**
- (i) The Board of Examinations of the University constituted under the provisions of Section 31(3) shall be the competent authority to take appropriate disciplinary action against the students using, attempting to use, aiding, abetting, instigating or allowing to use unfair means at the examination conducted by the University.
 - (ii) The Principal of the constituent College or Head of the Recognised Institution shall be the competent authority to take appropriate disciplinary action against the student/s using, attempting to use, aiding, abetting, instigating or allowing to use unfair means at the examination conducted by the College or Institution on behalf of the University.
3. **Definition-Unless the context otherwise requires :**
- (a) "Student" means and includes a person who is enrolled as such by the University/College/Institution for receiving instruction qualifying for any degree, diploma or certificate awarded by the University. It includes ex-student and student registered as candidate (examinee) for any of the degree, diploma or certificate examination.
 - (b) "Unfair means" includes one or more of the following acts or omissions on the part of student/s during the examination period.
 - (i) Possessing unfair means material and or copying therefrom.
 - (ii) Transcribing any unauthorised material or any other use thereof.
 - (iii) Intimidating or using obscene language or threatening or use of violence against invigilator or person on duty for the conduct of examination or manhandling him/her or leaving the examination hall without permission of the supervisor or causing disturbances in any manner in the examination proceedings.
 - (iv) Unauthorisedly communicating with other examinees or anyone else inside or outside the examination hall.
 - (v) Mutual/Mass copying.



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- (vi) Smuggling-out, either blank or written, or smuggling-in of answerbooks as copying material.
 - (vii) Smuggling-in blank or written answerbook and forging signature of the Jr. Supervisor thereon.
 - (viii) Interfering with or counterfeiting of University/College/Institution seal, or answerbooks or office stationary used in the examinations.
 - (ix) Insertion of currency notes in the answerbooks or attempting to bribe any of the persons connected with conduct of examinations.
 - (x) Impersonation at the University/College/Institution examination.
 - (xi) Revealing identity in any form in the answer written or in any other part of the answerbook by the student at the University or College or Institution examination.
 - (xii) Or any other similar act/s and/or omission/s which may be considered as unfair means by the competent authority.
- (c) "Unfair means relating to examination" means and includes directly or indirectly committing or attempting to commit or threatening to commit any act or coercion, undue influence or fraud or malpractice with a view to obtaining wrongful gain to him or to any other person or causing wrongful loss to other person/s.
- (d) "Unfair means material" means and includes any material whatsoever, related to the subject of the examination, printed, typed, handwritten or otherwise on the person or on clothes, or body of the student (examiner) or on wood or other material, in any manner or in the form of chart, diagram, map or drawing or electronic aid etc. which is not allowed in the examination hall.
- (e) "Possession of unfair means material by a student" means having any unauthorised material on his/her person or desk or chair or table or at any place within his/her reach, in the examination centre and its environs or premises at any time from the commencement of the examination till its conclusion.
- (f) "Student found in possession" means a student, reported in writing, as having been found in possession of unfair means material by Jr. Supervisor, Sr. Supervisor, member of the vigilance Committee or Examination Squad or any other person authorised for this purpose, in this behalf, even if the unfair means material is not produced as evidence because of it being reported as swallowed or destroyed or snatched away or otherwise taken away or spoiled by the student or by any other person acting on his behalf to such an extent that it has become illegible. Provided report to that effect is submitted by the Sr. Supervisor or Chief Conductor or any other authorised person to the Controller of Examinations or Principal or Head of the Institution concerned or any officer authorised in this behalf.
- (g) "Material related to the subject of examination" means and includes, if the material is produced as evidence, any material certified as related to the subject of the examination by a competent person and if the material is not produced as evidence or has become illegible for any of the reasons referred to in clause (f) above, the presumption shall be that the material did relate to the subject of the examination.
- (h) "Chief Conductor" means Principal of the College concerned or Head of the *University Department* or Recognised Institution concerned, where concerned examination is being conducted, and any other person duly authorised by him or person appointed as in-charge of examination, *by prior* approval of the University.
4. During examination, examinees and other students shall be under disciplinary control of the Chief Conductor/s.
5. **Chief Conductor/s of the Examination Centre shall, in the case of unfair means, follow the procedure as under :-**
- (i) The student shall be called upon to surrender to the Chief Conductor the unfair means material found in his or her possession, if any, and his/her answerbook.
 - (ii) Signature of the concerned student shall be obtained on the relevant materials and list thereon. Concerned Sr. Supervisor and the Chief Conductor shall also sign on all the relevant materials and documents.
 - (iii) Statement of the student and his/her undertaking in the prescribed format and statement of the concerned Jr. Supervisor and Sr. Supervisor shall be recorded in writing by the Chief Conductor (Appendix-C). If the student refuses to make statement or to give undertaking the concerned Sr. Supervisor and Chief Conductor shall record accordingly under their signatures.



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- (iv) Chief Conductor shall take one or more of the following decisions depending upon seriousness/gravity of the case :
- In the case of impersonation or violence, expel the concerned student from the examination and not allow him/her to appear for remaining examination.
 - Obtain undertaking from the student to the effect that decision of the concerned competent authority in his/her case shall be final and binding and allow him/her to continue with his/her examination.
 - May report the case to the concerned Police Station as per the provisions of Maharashtra Act No. XXXI 1982—An Act to provide for preventing mal-practices at University; Board and other specified examinations.
 - Confiscate his/her answerbook, mark it as "suspected unfair means case" and issue him/her fresh answerbook duly marked.
- (v) All the materials and list of material mentioned in sub-clause (i) and the undertaking with the statement of the student and that of the Jr. Supervisor as mentioned in clause No. (ii) and (iii) and the answerbook/s shall be forwarded by the Chief Conductor, alongwith his report, to the concerned Controller of Examinations/Principal/Head of the Institution, as the case may be, in a separate and confidential sealed envelope marked "Suspected unfair means case".
- (vi) In case of unfair means of oral type, the Jr. Supervisor and the Sr. Supervisor or concerned authorised person shall record the facts in writing and shall report the same to the concerned Controller of Examinations/Principal/Head of the Institution, as the case may be.

6. Procedure to be followed by Examiner during Assessment :

If the examiner at the time of assessment of answerbook suspects that there is a *prima-facie* evidence that the student/s whose answerbook/s the examiner is assessing appears to have resorted to unfair means in the examination, the examiner shall forward his/her report, preferably through the Chairman in the subject, alongwith the evidence, to the Controller of Examinations/Principal/Head of the Institution, as the case may be, with his/her opinion in separate confidential sealed envelope marked as "Suspected unfair means case".

7. Case of unfair means having *prima-facie*, reported to the University/College/Institution by the Chief Conductor/Jr./Sr. Supervisor and or examiners shall be inquired into by the committee appointed by the Board of Examinations/Principal/Head of the Institution, as the case may be. In the event cases of unfair means reported through any other sources, the concerned Officer/In charge of the Sub-section/Unit to which the case is primarily pertained, at the Examination Section of the University/College/Institution shall scrutinise the case, collect preliminary information to find out whether there is *prima-facie* case so as to fix up primary responsibility for framing a charge sheet and then shall submit the said case with his/her primary report to the concerned Competent Authority. If the Competent Authority is satisfied that there is a *prima-facie* case it shall place the same before the Unfair Means Inquiry Committee for further investigation. The concerned Officer of the Sub-Section/Unit through which the case has originated or the case is pertaining to, shall be the Presenting Officer of the case before the Inquiry Committees, Police Authorities and Court of Justice and shall deal with the case till it is finally disposed of.
8. Examination Result/s of the concerned student/s involved in such cases shall be held in reserve till the Competent Authority takes final decision in the matter and the concerned student/s and the College/Institution to which he/she belongs to, shall be informed accordingly.

9. Appointment of Unfair Means Inquiry Committee :

- For the purpose of investigating unfair means resorted to by students at the University examination, the Board of Examinations shall appoint a Committee in terms of the provisions made under Section 32(6)(a) of the Maharashtra Universities Act 1994. The term of the Committee shall be five years subject to provisions of Section 42 and 43 of the said Act.
- For the purpose of investigating unfair means resorted to by students at the examination held by the College/Institution, the Unfair Means Inquiry Committee appointed by the College/Institution shall consist of five teachers (other than the Principal./Head) to be nominated by the Principal/Head of the Institution, one of whom shall be designated as Chairperson. The members appointed on the College/Institution Examination Committee shall not be appointed as members on the Unfair Means Inquiry Committee.
- The Unfair Means Inquiry Committee will function as a recommendatory body and submit its recommendations in the form of a report to concerned competent authority, which will issue final orders with regard to the penal action to be taken against the student/s after taking into account the reported facts and findings of the case by the Committee and after ensuring whether



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reasonable opportunity has been given to the concerned implicated student in his/her defence, the principle of natural justice has been followed and the recommended quantum of punishment is in accordance with the guidelines laid down in this behalf.

10. Procedure of the Committee should be as under :

- (i) The Controller of Examinations of the University/Principal of the College or Head of the Recognised Institution, or the Officer authorised by them, as the case may be, shall inform the student concerned in writing of the act of unfair means alleged to have been committed by him/her, and shall ask him/her to show cause as to why the charge/s levelled against him/her should not be held as proved and the punishment stipulated in the show cause notice be imposed.
- (ii) The student may appear before the Inquiry Committee on a day, time and place fixed for the meeting, with written reply/explanation to the show cause notice served on him/her therein. The student himself/herself only shall present his/her case before the Committee.
- (iii) The documents that are being taken into consideration or are to be relied upon for the purpose of proving charge/s against the student should be shown to him/her by the Inquiry Committee, if the student presents himself/herself before the Committee. The evidence, if any, should be recorded in the presence of delinquent.
- (iv) Reasonable opportunity, including oral hearing, shall be given to the student in his/her defence before the Committee. The reply/explanation given by the student to the show cause notice shall be considered by the Committee before making final recommendation in the case.
- (v) The Committee should follow the above procedure in the spirit of the principle of natural justice.
- (vi) After serving a show cause notice, if the implicated student fails to appear before the Inquiry Committee on the day, time and place fixed for the meeting, the student may be given one more opportunity to appear before the Committee in his/her defence. Even after offering two chances if the student concerned fails to appear before the Committee, the Committee shall take decision in his/her case in *absentia*, on the basis of the available evidence/documents, which shall be binding on the student concerned.
- (vii) The Committee shall submit its report to the concerned competent authority alongwith its recommendations regarding punishment to be inflicted or otherwise.

11. Punishment :

The Competent Authority concerned i.e. the Board of Examinations in the cases of University examination, the concerned Principal in the cases of College examination, and the Head in the cases of examination held by the Recognised Institution, after taking into consideration the report of the Committee shall pass such orders as it deems fit including granting the student benefit of doubt, issuing warning or exonerating him/her from the charges and shall impose any one or more of the following punishments on the student/s found guilty of using unfair means :

- (a) Annulment of performance of the student in full or in part in the examination he/she has appeared for.
- (b) Debarring student from appearing for any examination of the University or College or Institution for a stipulated period not exceeding five years.
- (c) Debarring student from taking admission for any course in the University or College or Institution for a stipulated period not exceeding five years.
- (d) Cancellation of the University or College or Institution Scholarship/s or award/s or prize or medal etc. awarded to him/her in that examination.
- (e) In addition to the above mentioned punishment, the competent authority may impose a fine on the student declared guilty. If the student concerned fails to pay the fine within a stipulated period, the competent authority may impose on such a student additional punishment/penalty as it may deem fit.
- (f) As far as possible the quantum of punishment should be as prescribed (category wise) in Appendix-A.
- (g) The student concerned be informed of the punishment finally imposed on him/her in writing by the competent authority or by the Officer authorised by it in this behalf, under intimation to the College/Institution he/she belongs to.



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Appendix A

12. The Broad Categories of Unfair Means Resorted to by Students at the University/College/Institution Examinations and the Quantum of Punishment for each Category thereof.

S. No.	Nature 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 thereat.
(2)	Actual copying from the copying material	Exclusion of the student 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-books + Actual evidence of copying therefrom.	Exclusion of the student from University or College or Institution examination for two additional examinations (BOTH THE STUDENTS).
(5)	Mutual /Mass copying.	Exclusion of the student from University or College or Institution examination for two additional examinations.
(6)	(i) Smuggling-out or smuggling-in of answerbook as copying material.	Exclusion of the student from University or College or Institution examination for two additional examinations.
	(ii) Smuggling-in of written answer-book based on the question paper set at the examination.	Exclusion of the student from University or College or Institution examination for three additional examinations.
	(iii) Smuggling-in of written answer-book and forging signature of the Jr. Supervisor thereon.	Exclusion of the student from University or College or Institution examination for four additional examinations.
(7)	Attempt to forge the signature of the Jr. Supervisor on the answerbook or supplement.	Exclusion of the student from University or College or Institution examination for four additional examinations.
(8)	Interfering with or counterfeiting of University/College/Institution seal, or answerbooks or office stationery used in the examinations.	Exclusion of the student from University or College or Institution examination for four additional examinations.
(9)	Answerbook, main or supplement written outside the examination hall or any other insertion in answerbook.	Exclusion of the student from University or College or Institution examination for four additional examinations.
(10)	Insertion of currency notes/to bribe or attempting to bribe any of the person/s connected with the conduct of examinations.	Exclusion of the student from University of College or Institution examination for four additional examinations. (Note :—This money shall be credited to the Vice-Chancellor's Fund)
(11)	Using obscene language/violence threat at the examination centre by a student at the University/College/Institution examination to Jr./Sr. Supervisors/Chief Conductor or Examiners.	Exclusion of the student from University or College or Institution examination for four additional examinations.
(12)	(a) Impersonation at the University/ College/Institution examination.	Exclusion of the student from University or College or Institution examination for five additional examinations. (both the students if impersonator is University or College or Institute student).
	(b) Impersonation by a University/College/ Institute student at S.S.C./H.S.C. any other examinations.	Exclusion of the impersonator from University or College or Institution examination for five additional examinations.



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- (13) Revealing identity in any form in the answer written or in any other part of the answerbook by the student at the University or College or Institution examination. Annulment of the performance of the Student at the University or College or Institution examination in full.
- (14) Found having written on palms or on the body, or on the clothes while in the examination. Annulment of the performance of the student at the University or College or Institution examination in full.
- (15) All other malpractices not covered in the aforesaid categories. Annulment of the performance of the student at the University or College or Institution examination in full, and severe punishment depending upon the gravity of the offence.
16. If on previous occasion a disciplinary action was taken against a student for malpractice used at examination and he/she is caught again for malpractices used at the examinations, in this event he/she shall be dealt with severely. Enhanced punishment can be imposed on such students. This enhanced punishment may extend to double the punishment provided for the offence, when committed at the second or subsequent examination.
17. Practical/Dissertation/Project report Examination.
Student involved in malpractices at Practical/Dissertation/Project report examinations shall be dealt with as per the punishment provided for the theory examination.
18. The Competent Authority, in addition to the above mentioned punishments, may impose a fine on the student declared guilty.
- *(Note : The term "Annulment of Performance in full" includes performance of the student at the theory as well as Annual Practical examination, but does not include performance at term work, project work with its term work, oral or practical and dissertation examinations unless malpractice used threat).

13. Malpractices used or Lapses Committed by any Paper-Setters, Examiners, Moderators, Referees, Teachers or any other persons connected with the Conduct of Examination.

(I) Competent Authority :

- (a) The Board of Examinations shall be the competent authority to take appropriate disciplinary action against the paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations committing lapses or using, attempting to use, aiding, abetting, instigating or allowing to use malpractice/s at the examinations conducted by the University.
- (b) The Management (includes the Trustees, Managing Body or Governing Body) of the constituent affiliated/conducted college or Recognised Institution shall be the competent authority to take appropriate disciplinary action against the paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations committing lapses or using, attempting to use, aiding, abetting, instigating or allowing to use malpractice/s at the examination conducted by the constituent affiliated/conducted colleges' or Recognised Institution on behalf of the University.

(II) Definition—Unless the Context Otherwise Requires :

- (a) "Paper-setter, examiner, moderator, referee and teacher" means and includes person/s duly appointed as such for the examination by the competent authority and the term "any other person connected with the conduct of examination" means and includes person/s appointed on examination duty by the competent authority.
- (b) Malpractice/lapses includes one or more of the following acts or omissions on the part of the person/s included in (a) relating to the examination :—
- (i) Leakage of question/s or question paper set at the University/College/Institution examination before the time of examination.
- (ii) Examiner/Moderator intentionally awarding marks to student in assessment of answerbooks, dissertation or project work to which the student is not entitled or not assigning marks to the student to which the student is entitled.



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- (iii) Paper-setter omitting questions, Sr. no. of question, repeating question or setting question outside the scope of syllabus.
 - (iv) Examiner/referee showing negligence in detecting malpractice used by student/s.
 - (v) Jr. Supervisor, Sr. Supervisor, Chief Conductor showing negligence/apathy in carrying out duties or aiding/abetting/allowing/instigating students to use malpractice/s.
 - (vi) Or any other similar act/s and or omission/s which may be considered as malpractices or lapses by the competent authority.
- (c) "Malpractice or lapse relating to examination" means and includes directly or indirectly committing or attempting to commit or threatening to commit any act of unfair means, fraud or undue influence with a view to obtaining wrongful gain to him/her or to any other person or causing wrongful loss to other person/s or omitting to do what he/she is bound to do as duties.
- (d) 'College', means conducted, constituent or affiliated college or recognised institution of a University.

(III) Investigating Committee :

- (i) The Committee appointed by the Board of Examinations under the provisions of Section 32(6)(a), 42 and 43 of the Maharashtra Universities Act 1994, to investigate unfair means resorted to by student/s at the University examinations shall also investigate the cases of malpractices used and/or lapses committed by the paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations at the University examinations.
- (ii) Similarly, a Committee appointed by the College or Institution to investigate unfair means resorted to by student at the concerned examinations shall also investigate malpractices/lapses on the part of paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations conducted by the affiliated/conducted College or institution on behalf of the University.

(IV) Procedure for Investigation :

- (i) The cases of alleged used of unfair means or lapses committed by the paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct examinations, reported to the University/College/Institution shall be scrutinized by the concerned Officer/Incharge of the Sub-Section/Unit to which the case is primarily pertained at the Examination Section of the University/College/Institution, collect preliminary information to find out whether there is prima-facie case so as to fix up primary responsibility for framing a charge-sheet and then shall submit the said case with his primary report to the concerned competent authority. If the competent authority is satisfied that there is a prima-facie case, it shall place the same before the Unfair Means Inquiry Committee for further investigation. The concerned Officer of the Sub-Section/Unit through which, the case has originated or the case is pertaining to, shall be the Presenting Officer of the case before the Inquiry Committee, Police Authorities and Court of Justice and shall deal with the case till it is finally disposed of.
- (ii) The Competent Authority of the Officer authorised by it in this behalf, shall inform the implicated person (paper-setter, examiner, moderator, referee, teacher or any other person connected with the conduct of examination) in writing of the act of malpractices used and or lapses or committed by him/her at the examination and shall ask him/her to show cause as to why the charge/s levelled against him/her should not be held as proved and the punishment stipulated in the Show Cause Notice be imposed.
- (iii) The concerned person be asked to appear before the Inquiry Committee on a day, time and place fixed for meeting, with written reply/explanation to the show cause notice served on him/her and charge levelled against him/her therein. The concerned person himself/herself only shall present his/her case before the Committee.
- (iv) The documents that are being taken into consideration or to be relied upon for the purpose of proving charge/s against the concerned person shall be shown to him/her by the Inquiry Committee if he/she presents himself/herself before the committee. The evidence, if any, should be recorded in presence of the delinquent.
- (v) Reasonable opportunity, including oral hearing, shall be given to the concerned person in his/her defence before the Committee. The reply/explanation given to the show cause notice shall also be considered by the Committee before making final report/recommendation.
- (vi) The Committee should follow the above procedure in the spirit of principle of natural justice.



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- (vii) If the concerned person fails to appear before the committee on the day, time and place fixed for the meeting, he/she be given one more opportunity to appear before the committee in his/her defence. Even after offering two chances, if the concerned person fails to appear before the committee, the committee shall take decision in his/her case in his/her absence on the basis of whatever evidences/documents which are available before it and same shall be binding on the concerned implicated person.
- (viii) The committee shall submit its report to the concerned competent authority alongwith its recommendations regarding punishment to be inflicted on the concerned person or otherwise.

(V) Punishment :

The competent authority, after taking into consideration the report of the committee; shall pass such orders as it deems fit including granting the implicated person benefit of doubt, issuing warning or exonerating him/her from the charge/s and shall impose any one or more of the following punishments on the implicated person found guilty of using malpractice/s or committing lapses at the examination :—

- (i) Declaring disqualified the concerned paper-setter, examiner, moderator, referee, teacher or any other person connected with the conduct of examination, from any examination work either permanently or for a specified period.
- (ii) Imposing fine. If the concerned person fails to pay the fine within a stipulated period, the Competent Authority may impose on such a person additional punishment/penalty as it may deem fit.
- (iii) Referring his/her case to the concerned disciplinary authorities for taking such disciplinary action as deemed fit as per the rules governing his/her service conditions.
- (iv) The competent authority or the Officer authorised in this behalf, shall inform the concerned person of the decision taken in his/her case and the punishments imposed on him/her.
- (v) An appeal made within 30 days of imposition of the punishment, other than the punishment referred to in clause No. (iii) above, shall lie with the Board of Examinations if the case is pertaining to the University examination or with the Management of the College or Institution, if the case pertaining to the college/institutions examination and their decision in the appeal shall be final and binding.
- (vi) The Competent Authority shall supply a typed copy of the relevant extract of fact-finding report of the Inquiry Committee, as well as the documents relied upon (if not strictly confidential), pertaining to his/her case to the appellant/petitioner, if applied for in writing.
- (vii) The court matters in respective cases of malpractices/lapses should be dealt with by the respective competent authority.
- (viii) As far as possible the quantum of punishment should be prescribed category-wise as hereunder :—
14. **Action for Malpractices and lapses on the part of the Paper-Setter, Examiner, Moderator, Referee, Teacher or any another person connected with the Conduct of University/College/Institution Examination/s.**

Appendix B

S. No.	Nature of Malpractices/Lapses	Punishment
(1)	Paper-setter found responsible for leakage of the question set in the University/College/Institution examination/s whether intentionally or due to the negligence before the time of examination.	Disqualification from any examination work + disciplinary action by concerned authorities as per the rules applicable.
(2)	Leakage of question/question paper set in the University/College/Institution examination before the time of examination at the University/College/Institution, or examination centre by any person/s connected with the conduct of the examination.	Disciplinary action against the guilty/responsible person/s as per the prevailing rules/standard code by the concerned authorities.
(3)	Favouring a student (examinee) by examiner, moderator, referee in assessment of answerbooks/dissertation/Project Report/Thesis by assigning the student marks to which the student is not entitled, at the University/College/Institution examination.	Disqualification from any examination work + disciplinary action by the concerned authorities.



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| (4) Examiner/Moderator/referee intentionally/negligently not assigning the student in assessment of his/her answer-books/dissertation/project work, the marks to which the student is entitled to at the University/College/Institution examinations. | Disqualification from any examination work + disciplinary action by the concerned authorities. |
| (5) Paper-setter omitting question at the time of finalisation of question paper set at examination of repeating Sr. No. of question while writing. | Disqualification from any examination work for a period of three years. |
| (6) Paper-setter setting questions outside the scope of the syllabus. | Disqualification from any examination work for a period of three years. |
| (7) While assessing answerbook examiner showing negligence in detecting malpractices used by the student/s. | As decided by the authorities of the University/College/Institution. |
| (8) Guiding Teacher showing negligence in supervision of dissertation/project work (e.g. use of manipulated data by a student) | As decided by the authorities of the University/College/Institution. |
| (9) Sr. Supervisor/Chief Conductor showing apathy in carrying out duties related to examination (e.g. not taking rounds to the examination hall at Examination Centre during examination period or opening the packet of question paper before prescribed time) | As decided by the authorities of the University/College/Institution. |
| (10) Jr. Supervisor helping student in copying answers while in the examination or showing negligence in reporting cases of copying answers by students when on supervision duty. | Disqualification from any examination work upto a period of three years + disciplinary action by the concerned authorities as per the rule if he/she is a University/College/Institution employee. |
| (11) Jr. Supervisor helping student (examinee) in mass-copying while on examination duty. | Permanent disqualification from any examination work + disciplinary action by the concerned authorities as per the rule if he/she is a University/College/Institution employee. |
| (12) The competent authority, in addition to the above mentioned punishment, may impose a fine on the concerned person if declared guilty. | |
| (13) The competent authority may report the case of the concerned implicated person to the appropriate Police Authorities as per the provision of the Maharashtra Act No. XXXI of 1982. | |



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APPENDIX C

UNIVERSITY OF MUMBAI

Statement of candidate who is alleged to have used Unfair-Means at the University Examination

Name in Full : _____
Address : _____
Examination : _____
Paper No. & Subject : _____
Seat No. : _____

To,

The Controller of Examinations,
University of Mumbai,
M. J. Phule Bhavan,
Vidyanagari,
Santacruz (East),
Mumbai—400 098.

Sir,

I appeared at the above examination held on _____ at the

College

(Centre) in the Morning/Evening session.

I give below my statement as follows :—

Place :

Date :

Time :

Signature of the Candidate



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FORM OF UNDERTAKING

Full Name of the Candidate : _____

Permanent/Local Address : _____

To,

The Controller of Examinations,
University of Mumbai,
M. J. Phule Bhavan,
Vidyanagari,
Santacruz (East),
Mumbai—400 098.

Sir,

I, the undersigned, student of _____ College/Institution
appearing for _____ Examination at the
_____ College (Centre) do hereby state, on solemn affirmation as under :—

I understand that I am involved in respect of an alleged use of Unfair Means in the Examination Hall and therefore, a case against me is being reported to the University.

That inspite of the registration of a case of Unfair Means against me I request the University authorities to allow me to appear in the present paper and the papers to be set subsequently and/or at the University Examination to be held hereafter.

In case my request is granted, I do hereby agree that my appearance in the examination will be provisional and subject to the decision of the University authorities in the matter of disposal of the case of alleged use of Unfair Means referred to above.

I also hereby agree that in the event of myself being found guilty at the time of investigation the said case, my performance at the examination to which I have been permitted to apply provisionally, consequent upon my special request, is liable to be treated as *null and void*.

I witness whereof I set my hand to this undertaking.

Signature of the Candidate

Before me

Date : _____

Chief Coductor of the Centre,
and Rubber Stamp of the College/Institution/University.

Date : _____



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UNIVERSITY OF MUMBAI

Report of the Jr. Supervisor/Sr. Supervisor/Chief Conductor

Block No. : _____
 Examination : _____
 Subject : _____
 Date : _____

To,
 The Controller of Examinations,
 University of Mumbai,
 M. J. Phule Bhavan,
 Vidyanagari,
 Santacruz (East),
 Mumbai—400 098.

Sir,

I, the undersigned Jr. Supervisor appointed on the above-mentioned Block at the _____
 examination held at _____ college (centre), am hereby making report against Candidate No. _____
 Shri /Kum. _____ at the examinations,
 as follows :—

Yours faithfully,

(Jr. Supervisor)

Date :

Time :

Name and Address of the Junior Supervisor

On the basis of the report made by the Jr. Supervisor, I am of the opinion that there is a *prima facie*
 case of Unfair Means resorted to by the aforesaid Candidate No. _____ and therefore the case
 be forwarded to the University for investigation.

Signature of Sr. Supervisor

Name :

Date :

Forwarded to the Controller of Examinations, University of University of Mumbai, M. J. Phule Bhavan,
 Examination Section, Vidyanagari, Santacruz (East), Mumbai—400 098 for necessary action.

Seal of the College/Institute/University (centre)

Place : _____

Date : _____

Encl. : _____

Signature of Chief Conductor

(N.B. : Kindly enclose a copy of the relevant question paper)


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मुंबई विद्यापीठ



संचालक, परीक्षा व मुल्यमापन
मंडळ, मुंबई विद्यापीठ, मुंबई
४०००९८

परिपत्रक

No. DBoEE/ICC/2021-22/23

विषय :शैक्षणिक वर्ष २०२१-२२ मधील प्रथम सत्र उन्हाळी (मार्च/एप्रिल २०२२)
परीक्षेच्या आयोजनाबाबत.....

विद्यापीठाच्या विविध शैक्षणिक विभागांचे संचालक/विभाग प्रमुख, विद्यापीठाशी संलग्नित/संचलित महाविद्यालयांचे प्राचार्य / मान्यताप्राप्त संस्थांचे संचालक, सर ज. जी. वास्तुशास्त्र महाविद्यालयाचे प्राचार्य, विद्यापीठाच्या रत्नागिरी, ठाणे, कल्याण व सिंधुदुर्ग उपपरिमरांचे समन्वयक/ संचालक, यांना या परिपत्रकाद्वारे कळविण्यात येते की, शैक्षणिक वर्ष २०२१-२२मधील प्रथम सत्र उन्हाळी (मार्च/एप्रिल २०२२) परीक्षेच्या आयोजन संदर्भात परीक्षा व मुल्यमापन मंडळाने घेतलेल्या निर्णयानुसार सर्व संवधीतांनी परीक्षेच्या आयोजना बाबत खालील प्रमाणे कार्यवाही करावी.

- 1) शैक्षणिक वर्ष २०२१-२२ मधील प्रथम सत्र उन्हाळी (मार्च/एप्रिल २०२२) परीक्षेच्या पदवी, पदव्युत्तर व पदविका या परीक्षांसाठी जे विद्यार्थी परीक्षा अर्ज सादर करतील त्याच विद्यार्थ्यांची परीक्षा घेण्यात यावी.
- 2) महाविद्यालयांनी आपल्या महाविद्यालयातील विद्यार्थ्यांची माहिती संकलित करावी (उदा. मोबाईल नंबर, ईमेल, PRN क्रमांक, ऑनलाईन परीक्षेबाबत लागणारी साधन सामग्री जसे लॅपटॉप, संगणक, स्मार्ट फोन, इंटरनेट, व विद्यार्थी सहपरिमर्शित कुटे आहे इत्यादी). या परिपत्रका सोबत वरील संदर्भातील मार्गदर्शक नमुना जोडला आहे (Annexure-A) तरी महाविद्यालयांनी आवश्यकतेनुसार या नमुन्यात योग्य तो बदल करून विद्यार्थ्यांची माहिती संकलित करण्यासाठी त्वरीत पाठवावा.
- 3) परीक्षेच्या सुयोग्य आयोजनासाठी विद्यापीठाने सर्व विद्याशाखांच्या महाविद्यालयांचे (College Cluster) तयार केलेले आहेत व प्रत्येक क्लस्टर मधील एका महाविद्यालयास लीड महाविद्यालय म्हणून विद्यापीठाने परीक्षेच्या नियोजनाची निश्चित केलेली जबाबदारी पार पाडावयाची आहे.
- 4) विद्यापीठामार्फत घेण्यात येणा-या परीक्षांसाठी जे विद्यार्थी परीक्षा अर्ज भरतील त्यांना आसन क्रमांक (Seat Number) देण्यात येतील त्याचा वापर परीक्षा घेण्यासाठी महाविद्यालयांनी करावा.
- 5) महाविद्यालयांना परीक्षा घेण्यासाठी जे विविध अहवाल (Report) आवश्यक असतात ते MKCL पोर्टलवर उपलब्ध करून देण्यात येतील, तसेच काही परीक्षांचे अहवाल (Report) पारंपारीक पद्धतीने महाविद्यालयांना पाठविण्यात येतील.

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- 6) ज्या अभ्यासक्रमांना अंतर्गत परीक्षा (Internal Exams / Term work) आहेत त्या अभ्यासक्रमांच्या गुणांच्या नोंदी महाविद्यालयांनी ऑनलाईन दिनांक ११ एप्रिल, २०२२ च्या आत सदर गुणांच्या नोंदी कराव्यात.
- 7) अंतिम सत्रात प्रविष्ट असलेल्या विद्यार्थ्यांच्या Lower Exam चे निकाल ऑनलाईन पद्धतीने अपलोड करण्याविषयी कळविण्यात आले होते, परंतु त्यात ज्या महाविद्यालयांनी नोंदी पूर्ण केलेल्या नसतील त्यांनी त्या त्वरीत पूर्ण कराव्यात.
- 8) ऑनलाईन थेअरी परीक्षेचे वेळापत्रक हे लीड महाविद्यालयाने क्लस्टर मधील महाविद्यालयांशी चर्चा करून साधारणतः क्लस्टर मधील सर्व महाविद्यालयांच्या परिक्षा ह्या एकाच वेळी घेण्यात येतील अशा पद्धतीने वेळापत्रक तयार करावे व सर्व महाविद्यालयांनी हे वेळापत्रक विद्यार्थ्यांच्या निदर्शनास आणून द्यावे.
- 9) पारंपारीक पदवी (कला, वाणिज्य विज्ञान व स्वयं अर्थसहाय्यीत) अभ्यासक्रमातील सत्र-६ (Choice Based) नियमित व बॅकलॉग परीक्षांबाबत स्वतंत्र परीपत्रक निर्गमित करण्यात येईल.

उर्वरीत ऑनलाईन थेअरी परीक्षेचे वेळापत्रक तयार करतांना:

पारंपारीक (कला, वाणिज्य, विज्ञान व स्वयं अर्थसहाय्यीत) पदवी परीक्षा

सत्र-१, सत्र-३ व सत्र-५ (बॅकलॉग) ह्या परीक्षा दिनांक २५ मार्च, २०२२ पासून सुरु कराव्यात, व सत्र-४ (नियमित व बॅकलॉग) ह्या परीक्षा दिनांक ४ एप्रिल, २०२२ पासून सुरु कराव्यात.

सत्र-२ (नियमित व बॅकलॉग) ह्या परीक्षा ह्या ऑफलाईन पद्धतीने दिनांक ११ मे, २०२२ पासून सुरु कराव्यात.

- 10) पारंपरिक (कला, वाणिज्य व विज्ञान) पदव्युत्तर अभ्यासक्रमांच्या परीक्षा सत्र-१ व सत्र-३ (बॅकलॉग) ह्या परीक्षा ऑनलाईन पद्धतीने क्लस्टर मार्फत घेण्यात याव्यात. ह्या परीक्षा दिनांक २ मे, २०२२ पासून घेण्यात याव्यात व परीक्षेचे गुण ऑनलाईन पोर्टलवर अपलोड करावेत.
- 11) पारंपारीक (कला, वाणिज्य व विज्ञान) पदव्युत्तर अभ्यासक्रमांच्या परीक्षा सत्र-२ व सत्र-४ (नियमित व बॅकलॉग) यासाठी विद्यापीठाकडून वेळापत्रक जाहिर करण्यात येईल व प्रश्नसंच पाठविण्यात येतील. सदरच्या परीक्षा ऑफलाईन पद्धतीने घेण्यात येतील व परीक्षा संपलवानंतर उत्तरपुस्तिकांचे मूल्यमापन हे विद्यापीठाकडून करण्यात येईल.
- 12) पारंपारीक (कला, वाणिज्य, विज्ञान व स्वयं अर्थसहाय्यीत) पदवी व पदव्युत्तर परीक्षांच्या जुन्या अभ्यासक्रमांच्या (Choice Based Syllabus वगळून) परीक्षा ह्या महाविद्यालयांनी क्लस्टर मध्ये ऑनलाईन पद्धतीने घ्याव्यात व परीक्षेचे गुण ऑनलाईन पोर्टलवर अपलोड करावेत.
- 13) पारंपारीक (कला, वाणिज्य, विज्ञान व स्वयं अर्थसहाय्यीत) पदवी व पदव्युत्तर परीक्षेतील ज्या परीक्षा ऑनलाईन पद्धतीने घ्यावयाच्या आहेत त्यासाठी ५० गुणांची बहुपर्यायी परीक्षा (MCQ Type Exam) घेण्यात यावी.



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- 14) अभियांत्रिकी, औषधनिर्माणशास्त्र पदवी/पदव्युत्तर व एमसीए (नियमित व बॅकलॉग) सर्व परीक्षा ऑफलाईन पद्धतीने घेण्यात येतील व परीक्षासाठी परीक्षा विभागाकडून स्वतंत्र वेळापत्रक जाहिर करण्यात येईल व प्रश्नसंच पाठविण्यात येतील. अभियांत्रिकी, MCA, Pharmacy या अभ्यासक्रमांच्या परीक्षा ह्या ६० गुणांची वर्णनात्मक २० गुणांची बहुपर्यायी या पद्धतीने घेण्यात येतील. परीक्षा संपल्यानंतर उत्तरपुस्तिकांचे मूल्यमापन हे विद्यापीठाकडून/महाविद्यालयात प्रचलित पद्धतीने करण्यात येईल.
- 15) विधी शाखेच्या सर्व परीक्षा नियमित व बॅकलॉग ह्या ऑफलाईन पद्धतीने घेण्यात येतील विधी शाखेच्या अभ्यासक्रमांच्या परीक्षासाठी ३० गुणांची बहुपर्यायी (MCQ Type Exam) व ३० गुणांची वर्णनात्मक थेअरी परीक्षा (Descriptive Type Exam) अशी एकूण ६० गुणांची परीक्षा घेण्यात येईल. परीक्षा संपल्यानंतर उत्तरपुस्तिकांचे मूल्यमापन हे विद्यापीठाकडून/महाविद्यालयात प्रचलित पद्धतीने करण्यात येईल.
- 16) शिक्षणशास्त्र पदवी परीक्षा सत्र-२ व सत्र-४ परीक्षा ऑफलाईन पद्धतीने घेण्यात येतील तर सत्र-२ व सत्र-३ बॅकलॉग ह्या परीक्षा ऑनलाईन पद्धतीने घेण्यात येतील, सदर परीक्षा ह्या ५० टक्के बहुपर्यायी (MCQ Type Exam) व ५० टक्के वर्णनात्मक (Descriptive Type Exam) या पद्धतीने घेण्यात येतील. ऑफलाईन परीक्षा संपल्यानंतर उत्तरपुस्तिकांचे मूल्यमापन हे विद्यापीठाकडून करण्यात येईल. ऑनलाईन पद्धतीने घेतलेल्या परीक्षांचे क्लस्टर पद्धीमध्ये मूल्यमापन करून परीक्षेचे गुण ऑनलाईन पोर्टलवर अपलोड करावेत.
- 17) आंतरविद्या शाखेच्या पदवी परीक्षा ५० टक्के बहुपर्यायी (MCQ Type Exam) व ५० टक्के वर्णनात्मक (Descriptive Type Exam) या पद्धतीने घेण्यात याव्यात. उत्तरपुस्तिकांचे मूल्यमापन विद्यापीठ/महाविद्यालय यात प्रचलित पद्धतीनुसार करण्यात यावेत. महाविद्यालयाकडून मूल्यमापन करण्यात आलेल्या परीक्षांचे गुण ऑनलाईन पोर्टलवर अपलोड करावेत.
- 18) विद्यापीठाच्या विविध शैक्षणिक विभागांचे विभाग प्रमुख /संचालक यांनी आपल्या स्तरावर परीक्षेचे नियोजन करताना परीक्षेचे वेळापत्रक विद्यापीठाने जाहिर केलेल्या कालावधी नुसार स्वतंत्ररीत्या तयार करावे व परीक्षा ह्या ऑफलाईन पद्धतीने घेवून उत्तरपुस्तिकांचे मूल्यमापन करून विद्यापीठाच्या ऑनलाईन प्रणालीमध्ये गुणांचो नोंदी कराव्यात.
- 19) वर नमुद अभ्यासक्रमां व्यतिरीक्त नियमित व जून्या अभ्यासक्रमांच्या परीक्षा ह्या महाविद्यालयीन स्तरावर लीड महाविद्यालयांच्या मार्गदर्शनाखाली महाविद्यालयांमार्फत घेण्यात याव्यात.
- 20) प्रात्यक्षिक/प्रकल्प/मौखिक परीक्षा ह्या वर दिलेल्या सूचनेप्रमाणे त्या त्या परीक्षेनुसार ऑनलाईन/ऑफलाईन पद्धतीने घेण्यात याव्यात.
- 21) Practical, Project, Viva-Voce परीक्षा प्रत्येक महाविद्यालयांनी आपल्या महाविद्यालयातील शिक्षकांच्या सहाय्याने ऑफलाईन/ऑनलाईन पद्धतीने दिनांक २१ मार्च, २०२२ पासून घेण्यात याव्यात. मौखिक परीक्षा घेण्यासाठी प्रश्नसंच तयार करण्यात यावेत. विद्यार्थ्यांच्या परीक्षेतील उपस्थिती बाबत नोंदी ठेवण्यात याव्यात. सदर परीक्षांचे गुण हे MKCL पोर्टलवर किंवा विद्यापीठाच्या संकेतस्थळावर परीक्षेनुसार स्वतंत्र अपलोड करण्यात यावेत.



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- 22) लीड महाविद्यालयांनी, ऑनलाईन परीक्षेसाठी आवश्यकतेनुसार विद्यापीठाचे अधिष्ठाता, सहयोगी अधिष्ठाता व अभ्यास मंडळाचे अध्यक्ष यांच्या मार्गदर्शनाखाली, आपल्या क्लस्टर मधील महाविद्यालयातील शिक्षकांच्या सहाय्याने प्रत्येक विषयासाठी (मराठी/इंग्रजी, आवश्यक त्या माध्यमानुसार) स्वतंत्र Question Bank तयार करण्यात यावी, जेणेकरून तंत्रज्ञानाच्या सहाय्याने अनेक वेगवेगळे प्रश्नपत्रिकेचे संच (Multiple Question Paper Sets) परीक्षेसाठी उपलब्ध होतील. Question Bank तयार करताना अभ्यासक्रमातील सर्व युनिट्स/पाठ/प्रकरणे यांना योग्य ते weightage देण्यात यावे. बहुपर्यायी प्रश्न तयार करताना विविध काठिण्य पातळीचा (Difficulty level - Easy, Average, Middle and Higher) विचार करण्यात यावा. अधिक माहितीसाठी विद्यापीठ परीपत्रक क्रमांक Exam/DBOEE/ICC/2020-21-4, दिनांक १३/०९/२०२० चे अवलोकन करावे.
- 23) प्रत्येक महाविद्यालयाने आपल्या स्तरावर ऑनलाईन परीक्षा घेण्यासाठीची तांत्रिक सुविधा निर्माण करावी व अनुभवासाठी विद्यार्थ्यांची सराव परीक्षा घ्यावी. तसेच ऑफलाईन परीक्षा ह्या आपल्या महाविद्यालयात घेण्यात याव्यात.
- 24) दिव्यांग विद्यार्थ्यांसाठी नियमानुसार थेअरी परीक्षेसाठी आवश्यक त्या सुविधा देण्यात याव्यात (उदा. २० मिनिटे जास्तीचा वेळ देणे, लेखनिकाची मान्यता देणे इत्यादी)
- 25) ऑनलाईन पद्धतीने प्रत्येक विषयाची थेअरी परीक्षा झाल्यानंतर लगेच मुल्यमापन प्रक्रिया करून विद्यार्थ्यांचे गुण तयार करावेत. थेअरी परीक्षेचे मुल्यमापन संबंधित विषयाच्या Maximum (60,75,80,100इत्यादी) गुणानुसार रुपांतर करून विषयास Gracing Marks देऊन दोन दिवसांच्या आत विद्यापीठाच्या ऑनलाईन सिस्टीम मध्ये अपलोड करावेत.
- 26) लीड महाविद्यालयांनी आपल्या क्लस्टर मधील महाविद्यालयातून एक समिती तयार करावी व त्या समितीने क्लस्टर मधील महाविद्यालयांच्या ऑनलाईन परीक्षेच्या प्रत्येक विषयाच्या Gracing Marks बाबत आवश्यकतेनुसार निर्णय घेवून कार्यवाही करावी यासाठी परीपत्रक क्रमांक Exam/DBOEE/ICC/2020-21/12, दिनांक २५/०९/२०२० चे अवलोकन करावे.
- 27) जे विद्यार्थी काही तांत्रिक कारणास्तव ऑनलाईन थेअरी परीक्षा देऊ शकले नाहीत त्यांना पुन्हा संधी देण्याविषयी लीड महाविद्यालयांमार्फत एकत्रित निर्णय घेऊन अश्या विद्यार्थ्यांना परीक्षेची संधी उपलब्ध करून द्यावी.
- 28) ज्या थेअरी परीक्षा बहुपर्यायी प्रश्नांच्या स्वरूपात घेण्यात येत असल्यामुळे यात विद्यार्थ्यांना निकाल जाहिर झाल्यानंतर पुनर्मुल्यांकनाची (Revaluation) सुविधा देता येणार नाही. परंतु वर्णनात्मक (Descriptive) प्रश्न असल्यास त्या प्रश्नांचे पुनर्मुल्यांकन (Revaluation) करता येईल.
- 29) परीक्षा घेण्यासाठी स्थानिक प्रशासनाची मदत आवश्यक असल्यास संबंधित जिल्हाधिकारी, तहसिलदार, पोलीस विभाग व विद्युत विभाग यांच्याशी संपर्क साधून आवश्यक त्या उपाय योजना करून घ्याव्यात.
- 30) विद्यार्थ्यांना परीक्षेच्या काळात समुपदेशन मिळावे, त्यांना येणाऱ्या संभाव्य अडचणी व शंकांचे निरसन व्हावे तसेच परिक्षेचा अभ्यासक्रम, नमुना प्रश्नपत्रिका आणि नवीन पद्धतीने घेण्यात येणाऱ्या परीक्षाबाबत स्वयंस्पष्ट माहिती मिळावी यासाठी प्रत्येक महाविद्यालयाने योग्य ती व्यवस्था करावी.



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- 31) महाविद्यालयांच्या प्राचार्यांना काही शंका/समस्या असल्यास त्यांनी संबंधित क्लस्टरच्या लीड महाविद्यालयाच्या प्राचार्यांशी संपर्क साधून त्यांना याबाबत कळवावे व लीड महाविद्यालयाच्या प्राचार्यांनी विद्यापीठाचे संचालक, परीक्षा व मुल्यमापन मंडळ / क्लस्टर निहाय संबंधित विद्याशाखांचे अधिष्ठाता/सहयोगी अधिष्ठाता यांच्याशी संपर्क साधून सदर शंका/समस्यांचे निरसन करावे.

वरील सर्व बाबींचे काटेकोरपणे पालन करून विद्यापीठाच्या परीक्षा सुरळीत व वेळेत पार पडतील याबाबत सर्व प्राचार्यांनी दक्षता बाळगावी.

ठिकाण : मुंबई

दिनांक : २३/०२/२०२२

(डॉ. विनोद पाटील)

संचालक

परीक्षा व मुल्यमापन मंडळ

प्रत माहितीसाठी व योग्य त्या कार्यवाहीसाठी :

- १) विद्यापीठाच्या विविध शैक्षणिक विभागांचे संचालक/विभाग प्रमुख, विद्यापीठाशी संलग्नित/संचलित महाविद्यालयांचे प्राचार्य / मान्यताप्राप्त संस्थांचे संचालक, सर ज. जी. वास्तुशास्त्र महाविद्यालयाचे प्राचार्य, विद्यापीठाच्या रत्नागिरी, ठाणे, कल्याण व सिंधुदुर्ग उपपरिसरांचे समन्वयक/ संचालक.
- २) सर्व उपकुलसचिव, परीक्षा विभाग, विद्यानगरी परिसर, मुंबई विद्यापीठ, मुंबई
- ३) स्वीय सहाय्यक : १) कुलगुरु २) प्र-कुलगुरु ३) कुलसचिव
- ४) स्वीय सहाय्यक अधिष्ठाता, विज्ञान व तंत्रज्ञान विद्याशाखा, मुंबई विद्यापीठ, मुंबई
- ५) स्वीय सहाय्यक अधिष्ठाता, मानव्य विज्ञान विद्याशाखा, मुंबई विद्यापीठ, मुंबई

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Tel. 25704526 / 25704530

Smt. Durgadevi Sharma Charitable Trust



Chandrabhan Sharma College
Arts, Science & Commerce

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EXAMINATION MINUTES FOR THE ACADEMIC YEAR 2021 - 22

A handwritten signature in blue ink, appearing to be 'S. S. S.', is written over a horizontal line.

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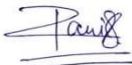
Chandrabhan Sharma College of Arts, Science & Commerce, Adi Shankaracharya Marg, Powai - Vihar, Powai, Mumbai - 400076.
Tel.: 022-25704526 / 25704530 Email: info@cscollege.co.in Web: www.cscollege.co.in

06/06/2021

DEGREE NOTICE



A meeting of the examination committee is convened on 07 June, 2021 at 11.00 am in the Principal's office. The following is the **Agenda** of the meeting:

- Composition of the examination committee.
- Examination Schedule for the 1st half of the academic year 2021-22.
- Any other matter with the permission of the chair.

Name of the faculty	Sign
Dr. Pratima Singh	
Ms. Dipti Parab	
Ms. Sharlet Bhaskar	
Ms. Anjana Verma	
Ms. Namrata Dube	
Ms. Manali Naik	
Mr. Ravi Vishwakarma	



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Mr. Krishnakant Pandey	
Ms. Sneha Pandey	

Cc to Principal



Convener

Examination committee



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Powai-Vihar, Powai, Mumbai - 400 076
Tel. 25704526 / 25704530

Date: 10/06/2021

MINUTES OF THE MEETING

Chaired by: I/C Principal Dr. Pratima Singh.





Attended by: Ms. Dipti Parab, Ms. Sharlet Bhaskar, Ms. Anjana Verma, Ms. Namrata Dube, Manali Naik, Ravi Vishwakarma, Krishnakant Pandey, Sneha Pandey.

Venue: 2nd Floor, Principal's cabin from 10.00 am to 12.30 pm.

Date: 07th June, 2021.


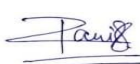


The meeting began with the Chairperson Principal Dr. Pratima Singh greeting the examination committee. Principal Madam was at the chair. The composition of the examination committee and the Examination schedule was discussed and decided:

➤ **Composition of Examination committee for 2021-22**

Name of the faculty	Sign
Dr. Pratima Singh	
Ms. Dipti Parab	
Ms. Sharlet Bhaskar	
Ms. Anjana Verma	
Ms. Namrata Dube	



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Tel. 25704526 / 25704530

Ms. Manali Naik	
Mr. Ravi Vishwakarma	
Mr. Krishnakant Pandey	
Ms. Sneha Pandey	

The following points were discussed in the meeting:

- Student has to consider all internal and model exams as equal to university exams.
- The Committee members shall prepare relevant time tables for all the departments.
- The Examination Committee members shall make the Block and Seating Arrangement and post it in the whats app group.
- The Principal instructed that the question papers be submitted to the committee one week before the scheduled date of examination.
- Due to the pandemic situation, proctoring software will be used to conduct internal and external examinations or as per the instructions received from the University from time to time.
- Suitable action on any malpractice found in the examination will be taken as per University norms.
- The unfair means committee will look into any unfair means adopted by the students.
- HODs should submit their departmental Mark sheets to the committee on time.
- Additional Examination will be conducted for medical cases.
- Revaluation forms will be accepted for 1 week as per the dates mentioned in the notice and the payment of fees.



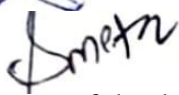
The work was assigned in the following order:



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Tel. 25704526 / 25704530

- Notices regarding examination, Examination timetable, Stationery requirements, Question paper manuscript, ATKT Internal In charge, checking SS report, coordination with office – Ms. Dipti Parab and Ms. Sharlet.
- ATKT forms scrutiny and coordination of old course question papers with exam committee - Ms. Sharlet and Anjana Verma
- Seating Arrangement, Invigilation chart - Krishnakant Pandey and Ms. Sharlet.
- Result & Revaluation - Ms. Dipti, Ms. Manali, Mr. Ravi & Mr. Sachin (Non-Teaching).
- Additional & ATKT Examination (Details of failure list) – Ms. Dipti & Mr. Sachin (Non-Teaching).

Unfair Means Committee:

- Tushar Shah (Convener) 
- Vicky Kukreja 
- Smita Junnarkar 

The meeting ended with a vote of thanks to the chair.



Cc to Principal

Convener

Examination committee









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06/11/2021

DEGREE NOTICE



A meeting of the examination committee is convened on 07th November, 2021 at 11.00 am in the Principal's office. The following is the **Agenda** of the meeting:

- Composition of the examination committee.
- Examination Schedule for the 2nd half of the academic year 2021-22.
- Any other matter with the permission of the chair.

Name of the faculty	Sign
Dr. Pratima Singh	
Ms. Dipti Parab	
Ms. Sharlet Bhaskar	
Ms. Anjana Verma	
Ms. Namrata Dube	
Ms. Manali Naik	
Mr. Ravi Vishwakarma	



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 Tel. 25704526 / 25704530


Mr. Krishnakant Pandey	
Ms. Sneha Pandey	

Cc to Principal



Convener

Examination committee



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Powai-Vihar, Powai, Mumbai - 400 076
Tel. 25704526 / 25704530

Date: 10/11/2021

MINUTES OF THE MEETING

Chaired by: I/C Principal Dr. Pratima Singh.







Attended by: Ms. Dipti Parab, Ms. Sharlet Bhaskar, Ms. Anjana Verma, Ms. Namrata Dube, Ms. Manali Naik, Mr. Ravi Vishwakarma, Mr. Krishnakant Pandey, Ms. Sneha Pandey.

Venue: 2nd Floor, Principal's cabin from 10.00 am to 12.30 pm.

Date: 07th November, 2021.

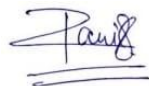


The meeting began with the Chairperson I/C Principal Dr. Pratima Singh greeting the examination committee. Principal Madam was at the chair. The Examination schedule was discussed and decided:

➤ **Examination Committee for 2021-22:**

Name of the faculty	Sign
Dr. Pratima Singh	
Ms. Dipti Parab	
Ms. Sharlet Bhaskar	
Ms. Anjana Verma	
Ms. Namrata Dube	
Ms. Manali Naik	



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Mr. Ravi Vishwakarma	
Mr. Krishnakant Pandey	
Ms. Sneha Pandey	

The following points were discussed in the meeting:

- Student has to consider all internal and model exams as equal to university exams.
- The Committee members shall prepare relevant time tables for all the departments.
- The Examination Committee members shall make the Block and Seating Arrangement and display them on the concerned Notice Board as well as post it in the whats app group.
- The Principal instructed that the question papers be submitted to the committee one week before the scheduled date of examination.
- Due to the pandemic situation, proctoring software (form presenter) will be used to conduct internal and external examinations or as per the instructions received from the University from time to time.
- There will be 50 MCQ which will be divided in 5 Sections, and students will have to solve 40 Questions within 1 hour.
- Suitable action on any malpractice found in the examination will be taken as per University norms.
- The unfair means committee will look into any unfair means adopted by the students.
- HODs should submit their department Mark sheets to the committee on time.
- Additional Examination will be conducted for medical cases.
- Revaluation forms will be accepted for 1 week as per the dates mentioned in the notice and the payment of fees.



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The work was assigned in the following order:

- Notices regarding examination, Examination timetable, Stationery requirements, Question paper manuscript, ATKT Internal In charge, checking SS Report , coordination with office – Ms. Dipti Parab and Ms. Sharlet Bhaskar.
- ATKT forms scrutiny and coordination of old course question papers with exam committee - Ms. Sharlet and Ms. Anjana Verma
- Seating Arrangement, Invigilation chart –Mr. Krishnakant Pandey and Ms. Sharlet.
- Result & Revaluation - Ms. Dipti, Ms. Manali, Mr. Ravi & Mr. Sachin (Non-Teaching).
- Additional & ATKT Examination (Details of failure list) – Ms. Dipti & Mr. Sachin (Non-Teaching).

Unfair Means Committee:

- Tushar Shah (Convener)
- Vicky Kukreja
- Smita Junnarkar



The meeting ended with a vote of thanks to the chair.

Cc to Principal



Convener

Examination committee



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MECHANISM FOR ONLINE INTERNAL ASSESSMENT

NOTICE, TIMETABLE & SEATING ARRANGEMENT FOR INTERNAL/ EXTERNAL ASSESSMENT (ONLINE)



I/C PRINCIPAL
Chandrabhan Sharma College
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Powai-Vihar, Powai, Mumbai - 400 076
Tel. 25704526 / 25704530

Date: 25th January, 2022

EXAMINATION NOTICE

All the First year students are hereby informed that your online Internal Semester II Examination will commence from Thursday, 3rd March, 2022. Timetable for the same will be shared shortly.



Exam Convenor

Ms. Sharlet Bhaskar



I/C Principal

Dr. Pratima Singh



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1ST FEBRUARY, 2022

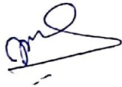
TIME TABLE INTERNAL EXAMINATION SEMESTER II – MARCH 2022
FYBCOM/FYBAF/FYBMS/FYBBI/FYBFM/FYBMM/FYIT (SEM – II)

TIME	DATE & DAY	FYBCOM	FYBAF	FYBMS	FYBBI	FYBFM	FYBMMC	FYIT
11:15 – 12:00 PM	03/03/22 THU	ACCOUNTANCY AND FINANCIAL MANAGEMENT - I	FINANCIAL ACCOUNTING (SPECIAL ACCOUNTING AREAS) - II	PRINCIPLES OF MARKETING	FINANCIAL ACCOUNTING - II	FINANCIAL ACCOUNTING - II	INTRODUCTION OF ADVERTISING	OOPS
12:15 – 1:00 PM	03/03/22 THU	FOUNDATION COURSE I	FOUNDATION COURSE	FOUNDATION COURSE – II	FOUNDATION COURSE - II	FOUNDATION COURSE	FOUNDATION COURSE – II	WEB PROGRAMMING
11:15 – 12:00 PM	04/03/22 FRI	COMMERCE – I	AUDITING (INTRODUCTION AND PLANNING) - I	BUSINESS ENVIRONMENT	PRINCIPLES AND PRACTICES OF BANKING & INSURANCE	BUSINESS STATISTICS	CONTENT WRITING	GREEN COMPUTING
12:15 – 1:00 PM	04/03/22 FRI	BUSINESS COMMUNICATION I	BUSINESS COMMUNICATION - II	BUSINESS COMMUNICATION - II	BUSINESS COMMUNICATION-II	BUSINESS COMMUNICATION	EFFECTIVE COMMUNICATION -II	MICRO PROCESSOR
11:15 – 12:00 PM	05/03/22 SAT	BUSINESS ECONOMICS I	INNOVATIVE FINANCIAL SERVICE	PRINCIPLES OF MANAGEMENT	ORGANIZATIONAL BEHAVIOR	PRINCIPLES OF MANAGEMENT	INTRODUCTION TO JOURNALISM	APPLIED MATHEMATICS-II



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12:15 – 1:00 PM	05/03/22 SAT	MATHEMATICAL AND STATISTICAL TECHNIQUES I	BUSINESS MATHEMATICS	BUSINESS MATHEMATICS	QUANTITATIVE METHODS-II	COMPUTER SKILLS	MEDIA, GENDER & CULTURE	
11:15 – 12:00 PM	07/03/21 MON	ENVIRONMENTAL STUDIES I	BUSINESS LAW	INDUSTRIAL LAW	BUSINESS LAW	ENVIRONMENTAL SCIENCE		



Exam Convenor

Ms. Sharlet Bhaskar



I/C Principal

Dr. Pratima Singh



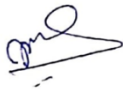
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1st January, 2022

INTERNAL EXAMINATION – FEBRUARY 2022
TY BAF/TY B.COM/TY BMS /TY BBI /TY BFM /TY BMM/TY IT (SEM-VI)

TIME – 11.10 AM – 12.10 PM

DATE	TYBCOM	TY BAF	TY BMS	TY BBI	TY BFM	TYBAMMC	TY IT
1/02/22 TUE	FINANCIAL ACCOUNTING AND AUDITING	FINANCIAL ACCOUNTING (SPECIAL ACCOUNTING AREAS) - VII	OPERATION RESEARCH	CENTRAL BANKING	VENTURE CAPITAL AND PRIVATE EQUITY	DIGITAL MEDIA	BUSINESS INTELLIGENCE
2/02/22 WED	DIRECT AND INDIRECT TAX	TAXATION	INDIRECT TAXES/ INTERNATIONAL MARKETING / HRM IN GLOBAL PERSPECTIVE	HUMAN RESOURCES MANAGEMENT	MUTUAL FUND MANAGEMENT	ADVERTISING DESIGN	SECURITY IN COMPUTING
3/02/22 THU	COMMERCE VI	FINANCIAL MANAGEMENT	INNOVATIVE FINANCIAL SERVICES/ MEDIA PLANNING AND MANAGEMENT/ ORGANISATIONAL DEVELOPMENT	AUDITING - II	RISK MANAGEMENT	ADVERTISING IN CONTEMPORARY SOCIETY	SOFTWARE TESTING
4/02/22 FRI	EXPORT MARKETING/ COMPUTER	STRATEGIC ANALYSIS & PORTFOLIO MANAGEMENT	INTERNATIONAL FINANCE/ BRAND MANAGEMENT/ HRM IN SERVICE SECTOR MANAGEMENT	SECURITY ANALYSIS & PORTFOLIO MANAGEMENT	STRATEGIC CORPORATE FINANCE	MEDIA PLANNING & BUYING	GEOGRAPHIC INFORMATION SYSTEM
5/02/22 SAT	BUSINESS ECONOMICS	COST ACCOUNTING	STRATEGIC FINANCIAL MANAGEMENT/ RETAIL MANAGEMENT/ INDIAN ETHOS IN MANAGEMENT	TURNAROUND MANAGEMENT	CORPORATE RESTRUCTURING	ADVERTISING & SALES PROMOTION	INFORMATION TECHNOLOGY SERVICE MANAGEMENT
7/02/22 MON	COST ACCOUNTING					ENTERTAINMENT & MEDIA MARKETING	
8/02/22 TUE							



Exam Convenor

Ms. Sharlet Bhaskar



I/C Principal

Dr. Pratima Singh



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1st January, 2022

Time – 12.15 PM – 1.15 PM

Date	SYBCOM	SY BAF	SY BMS	SYBFM	SY BBI	SYBAMMC	SY IT
1/02/22 TUE	ACCOUNTING AND FINANCIAL MANAGEMENT IV	FINANCIAL ACCOUNTING (SPECIAL ACCOUNTING AREAS) - IV	INFORMATION TECHNOLOGY IN BUSINESS MANAGEMENT – II	CORPORATE FINANCE	FINANCIAL MANAGEMENT – II	FILM COMMUNICATION	CORE JAVA
2/02/22 WED	ECONOMICS IV	TAXATION - I (DIRECT TAX)	BUSINESS ECONOMICS - II	BUSINESS ECONOMICS	BUSINESS ECONOMICS-II	WRITING & EDITING FOR MEDIA	SOFTWARE ENGINEERING
3/02/22 THU	FOUNDATION COURSE IV	MANAGEMENT ACCOUNTING	BUSINESS RESEARCH METHODS	FOREX	COST ACCOUNTING OF BANKING & INSURANCE	COMPUTER & MULTI MEDIA - II	EMBEDDED SYSTEM
4/02/22 FRI	ADVERTISING/ COMPUTER PROGRAMMING	INFORMATION TECHNOLOGY IN ACCOUNTANCY - II	FOUNDATION COURSE – IV (ETHICS & GOVERNANCE)	DEBT MARKETS -II	INFORMATION TECHNOLOGY IN BANKING & INSURANCE-II	MASS MEDIA RESEARCH	QUANTITATIVE TECHNIQUES
5/02/22 SAT	COMMERCE IV	RESEARCH METHODOLOGY IN ACCOUNTING AND FINANCE	PRODUCTION AND TOTAL QUALITY MANAGEMENT	EQUITY MARKETS II	WEALTH MANAGEMENT	MOTION GRAPHICS	COMPUTER GRAPHICS & MULTIMEDIA
7/02/22 MON	BUSINESS LAW	BUSINESS LAW	AUDITING/ EVENT MARKETING/ CONFLICT & NEGOTIATION	BUSINESS LAW II	CORPORATE LAWS & LAWS GOVERNING CAPITAL MARKET	MEDIA LAWS ETHICS	
8/02/22 TUE	AUDITING	INTRODUCTION TO MANAGEMENT	FINANCIAL INSTITUTIONS & MARKETS/ INTEGRATED MARKETING COMMUNICATION/ TRAINING AND DEVELOPMENT IN HRM	COMMODITIES DERIVATIVES	FOUNDATION COURSE OVERVIEW OF INSURANCE		


Exam Convenor

Ms. Sharlet Bhaskar


I/C Principal

Dr. Pratima Singh


I/C PRINCIPAL
Chandrabhan Sharma College
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Tel. 25704526 / 25704530

Date: 1st February, 2022

ONLINE INTERNAL EXAMINATION – FEBRUARY - MARCH 2022

INVIGILATION SCHEDULE SEMESTER VI EXAMINATION

TY BAF/TY B.COM/TY BMS /TY BBI /TY BFM /TY BAMMC/TY IT (SEM-VI)

TIME – 11.10 AM – 12.10 PM

TAKING INTO CONSIDERATION 25 STUDENTS IN EACH BLOCK

COURSE	FACULTY
TYBCOM	SHARLET B., ARUN V., KRISHNAKANT P., SUSHANT V., SMITA J., VINITA K.
TYBMS	UMESH K., ANITA P., SNEHA P., DIPTI P.
TYBAF	TUSHAR S., VICKY K.
TYBFM	RAVI V.
TYBBI	ANJANA V.
TYBMM	MANALI N., VENCY N.
TYIT	NAMRATA D., JANVI A.



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INVIGILATION SCHEDULE SEMESTER IV EXAMINATION

SY B.COM / SYBAF/ SY BMS / SY BBI / SY BFM / SYBAMMC/ SY.IT (SEM-IV)

Time – 12.15 PM – 1.15 PM

COURSE	FACULTY
SYBCOM	SHARLET.B, ARUN V., KRISHNAKANT P., SUSHANT V., SMITA J., VINITA K., BHARATI S.
SYBMS	UMESH K., ANITA P., SNEHA P., DIPTI P., JANVI A.
SYBAF	TUSHAR S., VICKY K.
SYBFM	RAVI V.
SYBBI	ANJANA V., NAMRATA D.
SYBMM	MANALI N. , VENCY N.
SYIT	SANDEEP, ARVIND



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Tel. 25704526 / 25704530

INVIGILATION SCHEDULE SEMESTER II EXAMINATION

FYBCOM/FYBAF/FYBMS/FYBBI/FYBFM/FYBAMMC/FYIT (SEM – II)

TIME 11.15 AM – 12.00 PM

12.15 PM - 1.00 PM

COURSE	FACULTY
FYBCOM	SHARLET B., ARUN V. , KRISHNAKANT P., SUSHANT V., SMITA J., VINITA K., BHARATI S.
FYBMS	UMESH K., ANITA P., SNEHA P., DIPTI P., RAVI J., VENCY N.
FYBAF	TUSHAR S., VICKY K.
FYBFM	RAVI V.
FYBBI	ANJANA V.
FYBMM	MANALI N.
FYIT	NAMRATA D., ARVIND S.



I/C PRINCIPAL
Chandrabhan Sharma College
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Powai-Vihar, Powai, Mumbai - 400 076
Tel. 25704526 / 25704530

Arun Sir



SYBCOM ROLL NO 1-50

Group chat invite

<https://chat.whatsapp.com/JixlyUk4rjk6BUoG0Mur7X>

20:01

Join group

Arun Sir



SYBCOM ROLL NO 51-130

Group chat invite

<https://chat.whatsapp.com/DoaFvKVCvgz4pETpRWBq1z>

20:01

Join group

Arun Sir



SYBCOM ROLL NO 131-182

Group chat invite

<https://chat.whatsapp.com/GukFWfN1q2Q0XragBOMg5s>

20:02

Join group



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Powai-Vihar, Powai, Mumbai - 400 076
Tel. 25704526 / 25704530

Date: 20th January, 2022

NOTICE

All the FY students are requested to make a note of the following instructions for your examination commencing from 21st January, 2022:

- The candidates appearing for the online examination should be ready 15 minutes before the start of the examination.
- Ensure consistent internet supply, well before the start of the exam.
- If the student faces any connectivity issues, the college will not be responsible.
- In case of any technical issues faced by the student or any query, the student need to immediately mail the examination committee on cbsexamdept@cscollege.co.in.



Exam Convenor

Ms. Sharlet Bhaskar



I/C Principal

Dr. Pratima Singh



I/C PRINCIPAL
Chandrabhan Sharma College
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Powai-Vihar, Powai, Mumbai - 400 076
Tel. 25704526 / 25704530

Date: 10/09/2020

NOTICE

This is to inform all the faculties that as per the circular no. Exam/DBOEE/ICC/2020-21, Lead colleges have to conduct cluster wise conduct of online MCQ examination of Third year Semester V examination from 25th September till 17th October, 2020.

All the faculties are requested to prepare two sets of question papers containing 50 objective type questions in Google form on or before 15th September, 2020.



Exam Convenor

Ms. Sharlet Bhaskar



I/C Principal

Dr. Pratima Singh



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Conduct of examination through Google Form (Form Presenter)



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Contract with Form Presenter for online Internal/External assessments

A handwritten signature in blue ink, appearing to be 'S. S. S.', is written over a horizontal line.

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Chandrabhan Sharma College of Arts, Science & Commerce, Adi Shankaracharya Marg, Powai - Vihar, Powai, Mumbai - 400076.
Tel.: 022-25704526 / 25704530 Email: info@csccollege.co.in Web: www.csccollege.co.in

Receipt

Invoice number 73A6834C-0003
 Receipt number 2939-2451
 Date paid January 10, 2022
 Payment method - 2440

Jivrus Technologies
 G1, Esteem Splendor
 Hosur Road, Koramangala
 Bengaluru 560030
 India
 +91 99723 07881
 support@jivrus.com
 IN GST 29AALFJ9983E1ZM

Bill to
 cbcollege@cscollege.co.in
 CBS College powai
 Powai Vihar
 Mumbai 400076
 Maharashtra
 India

₹298.00 paid on January 10, 2022

Description	Qty	Unit price	Tax	Amount
Form Presenter (Jan 10 - Feb 10, 2022)	1	₹1,100.00	18%	₹1,100.00
Subtotal				₹1,100.00
GST - India (18%)				₹198.00
Total				₹1,298.00
Amount paid				₹1,298.00

PAID
 Cheque / Cash 2,596/-
 Dt. 29/01/2022
 Bank. PNB 18
 Rs. 2,596/-

(1298 x 2) 2596/-
 10th Jan 2022
 29th Jan 2022

2939-2451 - ₹1,298.00 paid on January 10, 2022



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Chandrabhan Sharma College
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 Powai-Vihar, Powai, Mumbai - 400 076
 Tel. 25704526 / 25704530

Smt. Durgadevi Sharma Charitable Trust



Chandrabhan Sharma College
Arts, Science & Commerce

(Affiliated to the University of Mumbai)
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MECHANISM FOR OFFLINE INTERNAL/EXTERNAL ASSESSMENT

A handwritten signature in blue ink, appearing to be 'S. S. S.', is written over a horizontal line.

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Chandrabhan Sharma College of Arts, Science & Commerce, Adi Shankaracharya Marg, Powai - Vihar, Powai, Mumbai - 400076.
Tel.: 022-25704526 / 25704530 Email: info@csccollege.co.in Web: www.csccollege.co.in

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NOTICE, TIMETABLE & SEATING ARRANGEMENT FOR EXTERNAL ASSESSMENT (ONLINE/OFFLINE)

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Tel.: 022-25704526 / 25704530 Email: info@cscollege.co.in Web: www.cscollege.co.in

Date: 21st April, 2022

EXAMINATION NOTICE

All the faculties are hereby informed that First Year Semester II Regular and ATKT Examination will commence from Wednesday, 4th May, 2022. Faculties are requested to prepare two sets of question paper as per the paper pattern prescribed by the Board of Studies by Monday, 25th April, 2022. The soft copy of the question paper should be emailed to cbsexamqp@cscollege.co.in. Kindly follow the following instructions:

1. All the question papers shall be prepared in word document only.
2. Times New Roman
3. Font size 12
4. Spacing 1.5
5. Properly formatted



Exam Convenor

Ms. Sharlet Bhaskar



I/C Principal

Dr. Pratima Singh



I/C PRINCIPAL
Chandrabhan Sharma College
of Arts, Science & Commerce
Powai-Vihar, Powai, Mumbai - 400 076
Tel. 25704526 / 25704530

Date: 21st April, 2022

EXAMINATION NOTICE

This is to inform all the First Year Students that Semester II Regular and ATKT Examination will commence from Wednesday, 4th May, 2022. Timetable will follow shortly.



Exam Convenor

Ms. Sharlet Bhaskar



I/C Principal

Dr. Pratima Singh



I/C PRINCIPAL
Chandrabhan Sharma College
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Powai-Vihar, Powai, Mumbai - 400 076
Tel. 25704526 / 25704530

Date: 21st April, 2022

TIME TABLE REGULAR AND ATKT EXAMINATION SEMESTER II – APRIL 2022

FYBCOM/FYBAF/FYBMS/FYBBI/FYBFM/FYBMM/FYIT (SEM – II)

EXAM TIMING – SELF FINANCED 8.00 AM TO 11.10 AM

B.COM 8.00 AM TO 11.45 AM

DATE & DAY	FYBCOM	FYBAF	FYBMS	FYBBI	FYBFM	FYBMM	FYIT
04/05/22 WED	ACCOUNTANCY AND FINANCIAL MANAGEMENT - II	FINANCIAL ACCOUNTING (SPECIAL ACCOUNTING AREAS) - II	PRINCIPLES OF MARKETING	FINANCIAL ACCOUNTING - II	FINANCIAL ACCOUNTING - II	INTRODUCTION OF ADVERTISING	OOPS
05/05/22 THU	FOUNDATION COURSE II	FOUNDATION COURSE	FOUNDATION COURSE - II	FOUNDATION COURSE - II	FOUNDATION COURSE	FOUNDATION COURSE - II	WEB PROGRAMMING
06/05/22 FRI	COMMERCE - II	AUDITING (INTRODUCTION AND PLANNING) - I	BUSINESS ENVIRONMENT	PRINCIPLES AND PRACTICES OF BANKING & INSURANCE	BUSINESS STATISTICS	CONTENT WRITING	GREEN COMPUTING
07/05/22 SAT	BUSINESS COMMUNICATION II	BUSINESS COMMUNICATION - II	BUSINESS COMMUNICATION - II	BUSINESS COMMUNICATION - II	BUSINESS COMMUNICATION	EFFECTIVE COMMUNICATION - II	MICROPROCESSOR
09/05/22 MON	BUSINESS ECONOMICS II	INNOVATIVE FINANCIAL SERVICE	PRINCIPLES OF MANAGEMENT	ORGANIZATIONAL BEHAVIOR	PRINCIPLES OF MANAGEMENT	INTRODUCTION TO JOURNALISM	APPLIED MATHEMATICS-II
10/05/22 TUE	MATHEMATICAL AND STATISTICAL TECHNIQUES II	BUSINESS MATHEMATICS	BUSINESS MATHEMATICS	QUANTITATIVE METHODS - II	COMPUTER SKILLS	MEDIA, GENDER & CULTURE	-----
11/05/22 WED	ENVIRONMENTAL STUDIES II	BUSINESS LAW I	INDUSTRIAL LAW	BUSINESS LAW	ENVIRONMENTAL SCIENCE	-----	-----



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Date: 23rd April, 2022

NOTICE – DEGREE COLLEGE

SEATING ARRANGEMENT

REGULAR/ATKT EXAMINATION - SEM II

FYBCOM/FYBAF/FYBMS/FYBBI/FYBFM/FYBMM/FYBSCIT

FROM 4TH MAY, 2022 to 9TH MAY, 2022

(Timing: SELF FINANCED 9.30 AM TO 12.40 PM

B.COM 9.30 AM TO 1.15 PM)

Room No.	Class	Roll No.	Blank Nos.	Total
301	FYBCOM	01-32	11, 14	30
	FYIT	01- 10	--	10
			TOTAL	40
302	FYBCOM	33 - 63	56	30
	FYIT	11-21	18	10
			TOTAL	40
303	FYBCOM	64 - 95	69, 76	30
	FYIT	22- 32		11
			TOTAL	41



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304	FYBCOM	96 - 125	--	30
	FYIT	33 - 42		10
			TOTAL	40
305	FYBCOM	126 - 145	--	20
	FYBFM	1 - 16	--	16
			TOTAL	36
306	FYBMS	01-30	--	30
	FYIT	43 - 53	47	10
			TOTAL	40
502	FYBMS	31 - 81	73, 74, 75	48
			TOTAL	48
504	FYBMS	82 - 120	84, 85, 114	36
			TOTAL	36
105* 2 chairs	FYBMS	121 - 150	---	30
	FYBAF	62 - 71		10
			TOTAL	40



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106* 1 chair	FYBAF	29 - 61	30	32
	FYIT	54 - 63		10
			TOTAL	42
601* 1 chair	FYBMM	01 - 23		23
	FYBAF	01 - 11		11
	FYIT	64 - 69		06
				40
603	FYBBI	1 - 26	8, 10, 11, 15, 18	21
	FYBAF	12 - 28	14	16
	FYIT	70 - 73		04
			TOTAL	41



Exam Convenor

Ms. Sharlet Bhaskar



I/C Principal

Dr. Pratima Singh



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INTERNAL PAPER PATTERN (SAMPLE OFFLINE PAPER)**Question Paper Pattern for Periodical Class Test for Courses at UG Programs:**

Written Class Test: 20 Marks

1.	Match the Column / Fill in the Blanks / Multiple Choice Questions (½ Marks each)	05 Marks
2.	Answer in One or Two Lines (Concept based Questions) (1 Mark each)	05 Marks
3.	Answer in Brief (Attempt Any Two of the Three) (5 Marks each)	10 Marks

All the faculties are requested to mail the question papers on **cbsexamqp@cscollege.co.in**. Two sets of question papers to be submitted along with the solution have to be mailed to the examination committee.



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EXTERNAL PAPER PATTERN (SAMPLE OFFLINE PAPER)

Semester-End Examinations (B.Com): 100%

100 Marks

Duration - 3 hrs.

Question No.	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 12 and to be answered any 10 B) Sub Questions to be asked 12 and to be answered any 10 (*Multiple choice / True or False / Match the columns/Fill in the blanks)	20 Marks
Q-2	Full Length Question OR	15 Marks
Q-2	Full Length Question	15 Marks
Q-3	Full Length Question OR	15 Marks
Q-3	Full Length Question	15 Marks
Q-4	Full Length Question OR	15 Marks
Q-4	Full Length Question	15 Marks
Q-5	Full Length Question OR	15 Marks
Q-5	Full Length Question	15 Marks



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Q-6	A) Theory questions	10 Marks
	B) Theory questions	10 Marks
	OR	
Q-6	Short Notes	20 Marks
	To be asked 06	
	To be answered 04	

Semester End Examination: 75%

Duration - 2.5 hrs.

Theory question paper pattern –

- There are five questions each of 15 marks.
- All questions are compulsory with internal choice within the questions.
- Questions may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the topic.

All the faculties are requested to mail the question papers on **cbsexamqp@cscollege.co.in**. Three sets of question papers to be submitted along with the solution have to be mailed to the examination committee.



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12th May, 2022

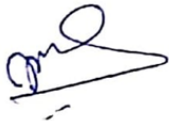
ADDITIONAL SEMESTER II EXAMINATION NOTICE

All the students are hereby informed that in case any student has not attempted a subject in the external examination due to medical reasons should submit their medical certificate to the college office. Late admission students and students absent for any reason other than medical should meet their respective HODs. Kindly note Additional External Examination will be conducted from 20th till 27th May, 2022. Timetable for the same will be displayed shortly. Students absent for the External Examination should follow the following schedule for form filling for Additional Internal Examination.

Filling up of the additional internal forms and submission:	12th till 18th May, 2022
--	---

Office timings: 10.00 AM – 1.00 PM.

No forms will be accepted after 18th May, 2022.



Exam Convenor

Ms. Sharlet Bhaskar



I/C Principal

Dr. Pratima Singh



I/C PRINCIPAL
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Powai-Vihar, Powai, Mumbai - 400 076
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Date: 24th March, 2022

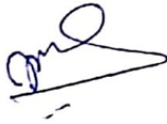
ATKT FORM FILLING

All the FY students are hereby informed that they have to follow the following schedule for ATKT examination of Semester I:

Collection and submission of duly filled ATKT forms from college office	Saturday, 26 th March to Thursday, 31 st March, 2022
---	--

Kindly note:

1. No forms will be accepted after 31st March, 2022.
2. Only duly filled forms will be considered for the examination.
3. College office will remain open from 10 am – 1 pm.



Exam Convenor

Ms. Sharlet Bhaskar



Principal

Dr. Pratima Singh



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**CENTRALIZED ASSESSMENT
PROGRAM (CAP) REGISTER
FOR OFFLINE
INTERNAL/EXTERNAL
ASSESSMENT**



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Sr. No	Subject / Faculty	Course	No. of Papers	Issue Date	Submission Date	Sign
96	Adv. Comp / Snita	B4Bmm	35	29/8/2019		
97	P.H.S. / Shikha	F4Bms	114			
98	Bus. Env. / Umesh	T4BFm	15			@
99	F.A. / Anjana	F4BBI	45			
100	History of Media / Arjun	F4Bmm	38			
101	Bus. Env. / Sharlet	F4BAP	41			
102	Sales & Dist. / ^{Manali} Shikha	T4Bms(m)	40			
103	Cost Acc. / Vishwanath	T4BAF	57			Sh
104	Bus. Evaluat ⁿ / Ravi	T4BAM	27			89
105	Copywriting / Manali	T4Bmm	42			
106	Strategic Mgmt / Shikha	T4.BBI	47			@
107	Int. of Things / Nitesh	T4.IT	41			
108	Performance Mgmt / Anita	T4.Bms(HR)	27			Sh
109	F.A. / Arpita	T4Bms(F)	22			Sh
110	Export / Sharlet - 43 Comp Sys / Shikha - 58	T4B.Com	100 58			
111	E.V.S. / Umesh	F4B.Com	140			
112	Bus. Eco. / Tanvi	F4Bms	117	30/08/2019		
113	Bus. Eco. / K.K.	F4B.Com	138			
114	Bus. Eco. / Bharati	F4BAF	41			
115	Stress Mgmt / Pooja	T4Bms(HR)	27			Sh
116	Eco. / Tanvi	F4BBI	45			
117	Eco. / Tanvi	F4BFm	15			
118	Direct Tax / Arpita	T4Bms(F)	23			
119	CRM / Anita	T4Bms(m)	40			
120	Mgmt App / Tuskar	T4BAF	57			
121	Ethics / Umesh	T4BFm	27			
122	Auditing / Neeta	T4BBI	47			
123	F.A. / Arun	T4B.Com	96			
124	Equity Mkt / Umesh	S4BFm	22			
125	Mutual fund / Tuskar	S4BBI	30			



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Riddhi Sadhale

(29)

Sr. NO	Subject	Class	Issue Date	In-out Time	Submission	Sign.
1	Fundamentals of Mass Com	F4Bmm	1/12/18	12.15-1.22	16	*
2	Fundamentals of Mass Comm	F4Bmm	3/12/18	8.00-12.05	45	*
3	Business Comm I	F4BFm	6/12/18	11.00-	25	*
4	Business Comm I	F4BBI	6/12/18	4-30	11	*
5	"	F4BBI	7/12/18	1.40-5.00	20	*
6	Foundation course - I	F4BFm	7/12/18	"	11	*
7	Foundation course - I	F4BFm	8/12/18	12.45-1.50	14	*
8	Foundation course - I	F4BFm	10/12/18	9.15-9.45	10	*
9	Business Comm - I	F4BAF	10/12/18	11.50-	59	*
10	Business Comm I	F4BAF	11/12/18	10.45-2.30	59 (cont. objectives)	*

Sr. NO	Subject	Class	Issue Date	Score	Sign.
①	CI	T4Bmm (Add'l)	14/2/19	52	*
②	Business Comm	F4Bcomm	14/2/19	139	*
③	Business Comm	F4BAF	14/2/19	58	*
④	Principles of Mgt	F4Bmm	16/2/19	58	*
⑤	LEAE	T4Bmm	16/2/19	45	*
⑥	MMR	S4Bmm	20/2/19	36	*

Sr. NO	Subject	Class	Issue Date	Score	Sign.
①	FMC	F4Bmm	11/4/19	13	*
②	Business Comm	F4Bmm	11/4/19	10	*
③	Business Comm (BBI)	F4Bmm	11/4/19	05	*
④	Business Comm (BFm)	F4Bmm	11/4/19	12	*
⑤	Foundation course (BFm)	F4Bmm	11/4/19		*
⑥	Communication Skills (IT)	F4BscIT	11/4/19		*
⑦	Creative Writing	S4Bmm	11/4/19	05	*
⑧	Understanding Cinema	S4Bmm	11/4/19	04 + 05	*

Sr. NO	Subject	Class	Issue Date	Score	Sign.
①	Business Comm	F4BAF	10/4/19	59	*
②	Management	F4Bmm	10/4/19	58	*



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Sem II ~~III~~
ATKT 2019-20 (July)

Sl. No	Subject/Name	Course	No of Paper	Issue Date	Submission Date	Sign
1	ITAM/Deepthi	SYBMS	01	16/07/19		
2	FA/Ravi	FYBFA	03	15/07/19		
3	FC/ICK	SYBCom	03	15/07/19		
4	Java/Sandeep	SYIT	02+1(60)	15/07/19		
5	Sikha/Pamkt	FYBMS	02	15/07/19		
6	Sandeep/oops	FYIT	13	15/07/19		
7	Sharlet/Commerce	FYBCom	04	16/07/19		
8	Anjana/FA	FYBBI	09	16/07/19		
9	Business Law/Preetha	SYBFA	07	20/7/19		
10/07/19	Forex/Sushant	SYBFA	01	16/07/19		
2	Fo/Anjana/Anjana	SYBBI	01	16/07/19		
3	FA/Arun	SYBCom	29	16/07/19		
4	Embedded System/Deepthi	SYIT	02	16/07/19		
5	Ethics/Anita	SYBMS		16/7/19		
6	OB/Manali	SYBMM	03	16/7/19		
7	Media Psychology/Rajeev	FYBMM	02	16/7/19		
8	Microprocessor/Deepthi	FYIT	11	16/7/19		
9	Pamkt/Vmesh	FYBFA	02	16/07/19		
10	Ind Law/Kavita	FYBMS	11	29/7		
11	Busi Law/Kavita	FYBBI	04	29/7		
17/07/19	12. COST/Namrata	SYIT	07	17/07/19		
13.	Maths/Namrata	FYBMS	06	17/07/19		
14	IFS/Vidhwanth	FYBAF	01	17/07/19		
15	Comp Fin/Ravi	SYBFA	05	17/07/19		
16	PCIPS/Dipti S.	FYBMM	24	17/07/2019		
17	BCI/Riddhi	FYBCom	04	17/07/2019		
18	Audit/Toshka	SYBCom	06	17/7/19		
19	Web Prog/Arvind	FYIT(Soft)	07	17/07/19		
20	Law/Kavita	SYBAF	02	29/7		
21	Law/Preetha	SYBBI	02	30/7		

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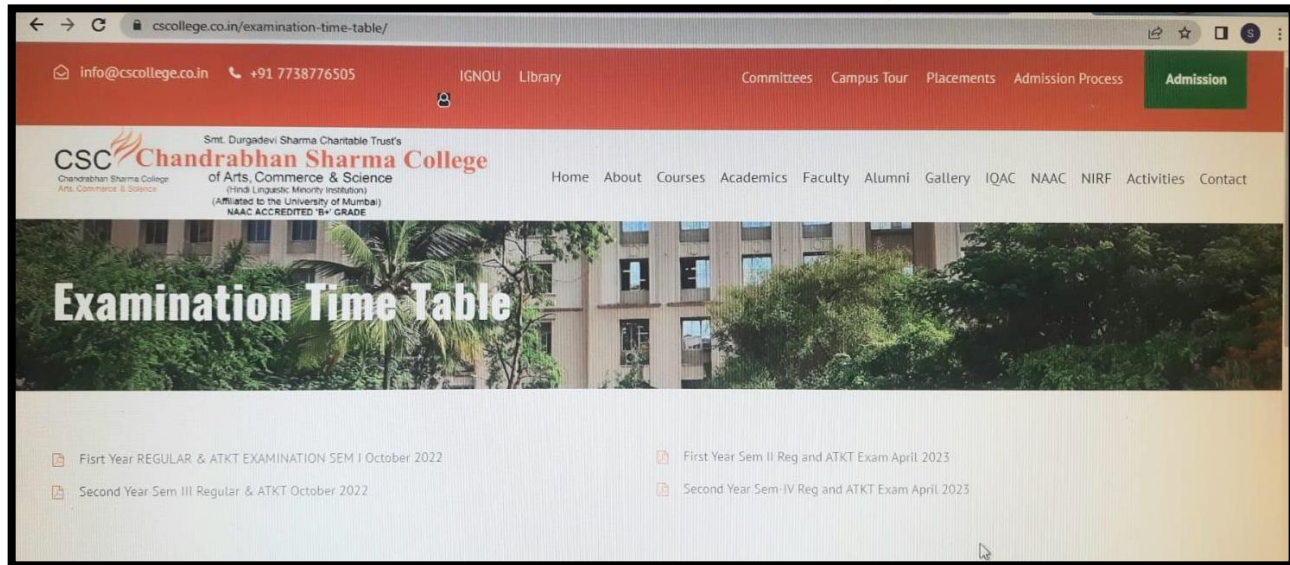
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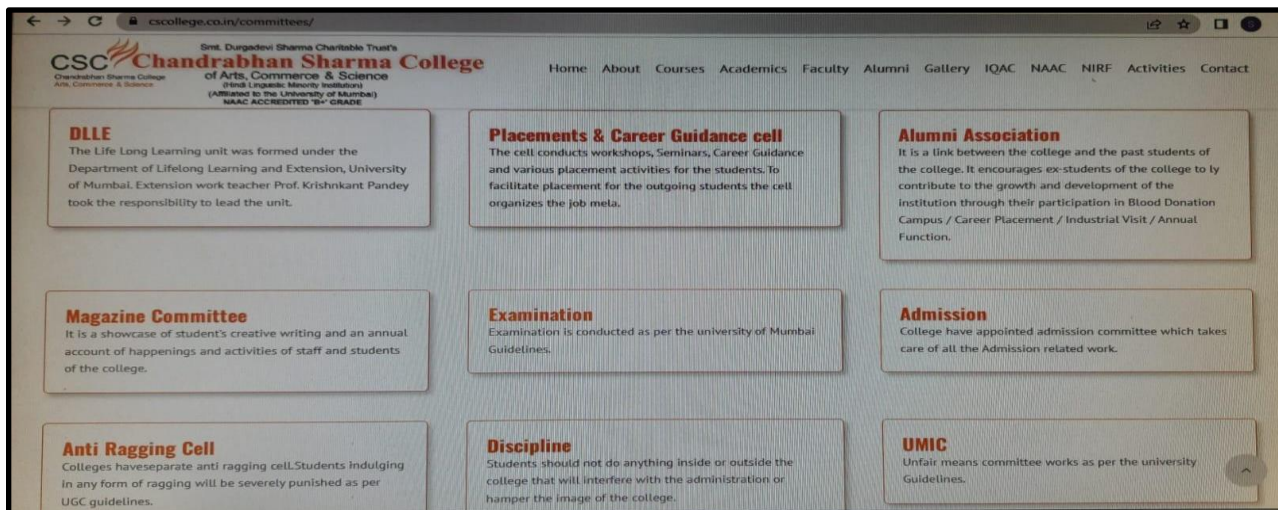
EXAMINATION NORMS & TIMETABLE DISPLAYED ON WEBSITE (SAMPLE)

I/C PRINCIPAL
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Chandrabhan Sharma College of Arts, Science & Commerce, Adi Shankaracharya Marg, Powai - Vihar, Powai, Mumbai - 400076.
Tel.: 022-25704526 / 25704530 Email: info@cscollege.co.in Web: www.cscollege.co.in



Examination norms along with the timetables posted on the college website



Committee List along with Examination and UMIC Committee posted on the college website

I/C PRINCIPAL
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Tel. 25704526 / 25704530

OVERVIEW OF GRIEVANCE REDRESSAL MECHANISM



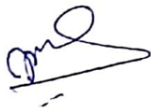
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Date: 8th April, 2022

INSTRUCTION FOR STUDENTS

All the FY students are hereby informed that your regular examination timings are scheduled from Monday, 10th April, 2023. The following are the instructions to be followed by all the students:

- The college entry shall be opened each day at least 15 minutes before the scheduled time of commencement of examination. All the candidates must be in the examination hall by that time.
- The candidate shall not be permitted to leave before an hour after the distribution of question paper.
- Before entering into the hall, the candidate is expected to ensure himself/herself that, he/she does not possess mobile phones, programmable calculators, electronic gadgets, any material notes pertaining to the examination etc. as **MOBILE PHONES / PROGRAMMABLE CALCULATORS OR ANY OTHER ELECTRONIC GADGETS ARE STRICTLY PROHIBITED INSIDE THE EXAMINATION HALL.**
- Students should bring their own pencils, pens, erasers, rulers, calculators, and any other tools required for the examination. Exchange of pens, pencils, calculators, study material, etc. is not permitted.
- Breaks for visits to bathroom are not allowed, unless duly permitted by the Invigilator.
- Students are not permitted to leave the examination hall before the last 10 minutes of examination.



Exam Convenor

Ms. Sharlet Bhaskar



I/C Principal

Dr. Pratima Singh



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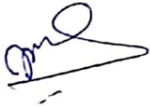
RULES FOR JUNIOR SUPERVISOR

- 1) Junior Supervisor should report 15 minutes before the commencement of Examination.
- 2) As soon as they enter the Examination hall, make announcement that the students should refrain from keeping any chits, copying materials, mobile phone etc. with them during the examination.
- 3) The supervisor's and attendance reports should be prepared subject wise and examination wise separately.
- 4) Junior Supervisors are not allowed to carry mobile phones nor do any personal work during the conduct of examination.
- 5) They must take constant rounds in the examination hall.
- 6) They should check the student's hall tickets, I-cards etc. and personally take students signatures on the attendance sheets.
- 7) Mention the blank roll nos. and absent roll nos. properly on the invigilation and attendance sheet.
- 8) If Junior Supervisor has any doubt, physical check on the student with the knowledge of Senior Supervisor and help of a peon, and if it is a lady student, with the help of a lady support staff.
- 9) Any queries in the question paper, student's doubts in the question paper etc. all should be routed through the Senior Supervisor. The necessary action will be taken by the Senior Supervisor.
- 10) If a junior supervisor wants relieving, he/she should inform the Senior Supervisor.
- 11) Extra time to be given for learning disability cases (if they have valid certificate).
- 12) Upon detection of unfair means, Junior Supervisor should inform Senior Supervisor and with all documents the candidate should be taken to the Senior Supervisor and make the student fill up the necessary documents, student to be given another fresh answer paper.



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- 13) Mark copy cases on the invigilation report, attendance sheet and senior supervisor's report.
- 14) Hand over both the answer sheets along with the materials (chit, mobile phone) to the senior supervisor separately after the examination.
- 15) Do not leave the control room before handing over the answer sheets.



Exam Convenor

Ms. Sharlet Bhaskar



I/C Principal

Dr. Pratima Singh



I/C PRINCIPAL
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Smt. Durgadevi Sharma Charitable Trust



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Arts, Science & Commerce

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REVALUATION

I/C PRINCIPAL
Chandrabhan Sharma College
of Arts, Science & Commerce
Powai-Vihar, Powai, Mumbai - 400 076
Tel. 25704526 / 25704530

Chandrabhan Sharma College of Arts, Science & Commerce, Adi Shankaracharya Marg, Powai - Vihar, Powai, Mumbai - 400076.
Tel.: 022-25704526 / 25704530 Email: info@cscollege.co.in Web: www.cscollege.co.in



Smt. Durgadevi Sharma Charitable Trust's
Chandrabhan Sharma College
of Arts, Science & Commerce
(Affiliated to The University of Mumbai)
Accredited by NAAC 'B+'

Date: 13/05/2022

REVALUATION NOTICE for First & Second Year (SEM- II & IV)

The students, who wish to apply for Revaluation for Semester II & IV Examination held in First Half 2022, may fill the forms for Revaluation from 15th May, 2022 to 22nd May, 2022, between 10 a.m. to 12 Noon. Forms will be available from the College Office. The students should submit Xerox copy of Self Attested Mark sheet, while submitting the form along with fees at college office.



Principal
Dr. Pratima. Singh

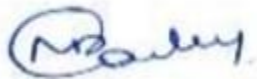
Powai Vihar, Powai, Mumbai - 400 076, Maharashtra, India. Tel.: +91 22 2570 4526 / 2570 4530
E-mail: cbscollege@gmail.com Website: www.csccollege.co.in



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6	0332326	Applied Maths	No Change
7	0332285	Applied Maths	No Change
8	0332292	Applied Maths	No Change
9	0332295	DBMS	No Change
10	0332330	DBMS	No Change
11	0332283	Data Structure	Change in Grade (Pass)
12	0332284	Data Structure	No Change
		Python Programming	Change in Grade (Pass)

Students who have cleared in Reval Result (Change in Grade), Kindly submit your Original Mark sheet to your respective Course Coordinators to get a New Changed Mark sheet.



Examination Convener



I/C PRINCIPAL
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GRIEVANCE COMMITTEE

I/C PRINCIPAL
Chandrabhan Sharma College
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13/04/2022

NOTICE

EXAM RELATED GRIEVANCE NOTICE

This is with regards to those students who appeared for the online examination and unable to submit their paper due to technical glitch. The Grievance committee will undertake appropriate remedial measures for the resolution of your grievances for which students have to compulsorily attend an online Google Meet on **Monday, 18th April, 2022 at 10.00 AM**. The link for the meeting is given below:

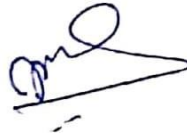
<https://meet.google.com/owx-efzh-aub>

All the students have to compulsorily join the meeting.



UMIC Convenor

Mr. Tushar Shah



Exam Convenor

Ms. Sharlet Bhaskar



Principal

Dr. Pratima Singh



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UNFAIR MEANS INQUIRY COMMITTEE

I/C PRINCIPAL
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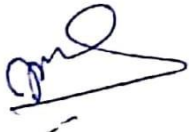
Date: 08/02/17

EXAM NOTICE

As per University ordinance 5050, students should refrain from the following:-

1. They should not look into/copy from their neighbour's answer book, exchange answer books, not to bring any written material or mobile phones during the examination.
2. No disfiguring the bench, wall etc.
3. No writing on the hall ticket – front or back.

Anyone caught indulging in unfair means will be strictly dealt with as per University guidelines under ordinance 5050. As per the guideline, a student proved guilty of copying even in one subject, their entire examination is to be treated as null and void.



Convenor,

Sharlet Bhaskar.



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Date: 21st November, 2022

NOTICE

This is to inform you that the students who had indulged in alleged unfair means during Semester III Regular and ATKT examination are requested to appear before the Unfair Means Inquiry Committee along with your parents on 24th November 2022 at 10.45 am in Room No. 604



Mr. Tushar Shah

Convener,

Unfair Means Inquiry Committee.



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