



# **ANNA UNIVERTISY, CHENNAI -25.**

## **OFFICE OF THE CONTROLLER OF EXAMINATIONS**

### **RULES OF THE EXAMINATIONS**

A candidate is permitted to use geometric tools, non-programmable calculators and approved tables and data books only during the theory and the practical examinations. No other material/gadget (including cell phone) should be brought inside the examination hall.

A candidate should neither possess/refer any forbidden material in any form nor should seek/obtain assistance in any form from any person/source towards answering the questions during the examinations. He/she should not assist other candidates in any form towards answering the questions during the examinations. The candidate should not reveal his/her identity in any form in the answer scripts. The candidate should not indulge in canvassing either directly or indirectly to award more than deserving marks in the examinations. The candidate should maintain discipline and decorum during the examinations.

Violation of the above rules in any form during the examinations will attract punishment ranging from levying fine to permanently debarring the candidate from continuing his/her studies as given below.

<b>Sl.No.</b>	<b>Nature of Malpractice</b>	<b>Maximum Punishment</b>
1	Appeal by the candidate in the answer script to show mercy by way of awarding more than deserving marks.	
2	The candidate writing his/her name in the answer script.	
3	The candidate writing his/her registration number/college name in places other than specified in the answer script	Fine of Rs. 1000/- per subject.
4	Any special marking in the answer script by the candidate.	
5	The candidate communicating with neighbouring candidate orally or non-verbally; the candidate causing suspicious movement of his/her body.	

6	Irrelevant writing by the candidate in the answer script.	
7	The candidate writing answer on his/her question paper or making use of his/her question paper for rough work	
8	The candidate possessing cell phones/programmable calculator(s)/any other electronic storage device(s) <b>gadgets</b>	Invalidating the examination of the particular subject written by the candidate
9	The Candidate facilitating the other candidate(s) to copy from his /her answer script	
10	The candidate possessing any incriminating material(s) (whether used or not). For example:-Written or printed materials, bits of papers containing written information, writings on scale, calculator, handkerchief, dress, part of the body, Hall Ticket, etc.	
11	The candidate possessing cell phone(s)/programmable calculator(s)/any other electronic storage device(s) <b>gadgets</b> and containing incriminating materials (whether used or not).	Invalidating the examination of the subject concerned and all the theory and the practical subjects of the current semester registered by the candidate.
12	The Candidate possessing the question paper of another candidate with additional writing on it.	
13	The candidate passing his/her question paper to another candidate with additional writing on it	Further the candidate is not considered for revaluation of answer scripts of the arrears-subjects.
14	The candidate passing incriminating materials brought into the examination hall in any medium (hard/soft) to other candidate(s).	If the candidate has registered for arrears – subjects only, invalidating the examinations of all the arrears – subjects registered by the candidate.
15	The candidate copying from neighbouring candidate.	

16	The candidate taking out of the examination hall answer booklet(s), used or unused	
17	Appeal by the candidate in the answer script coupled with a promise of any form of consideration.	
18	Candidate destroying evidence relating to an alleged irregularity.	<p>Invalidating the examinations of the subject concerned and all the theory and the practical subjects of the current semester registered by the candidate.</p> <p>Further the candidate is not considered for revaluation of answer scripts of the arrears-subjects.</p> <p>If the candidate has registered for arrears – subjects only, invalidating the examinations of all the arrears – subjects registered by the candidate.</p> <p><b>Additional Punishment:</b></p> <ul style="list-style-type: none"> <li>(i) if the candidate has not completed the programme, he/she is debarred from continuing his/her studies for one year i.e., for two subsequent semesters. However the student is permitted to appear for the examination in all the arrears-subjects during the debarred period.</li> <li>(ii) if the candidate has completed the programme, he/she is prevented from writing the examinations of the arrears-subjects for two subsequent semesters.</li> </ul>
19	Vulgar/offensive writings by the candidate in the answer script.	
20	The candidate possessing the answer script of another candidate	
21	The candidate passing his /her answer script to another candidate	
22	Involved in any one or more of the malpractices of serial no. 8 to 21 for the second or subsequent times.	<p>Invalidating the examinations of all the theory and practical subjects of the current semester and all the arrears –subjects registered by the candidate.</p> <p><b>Additional Punishment:</b></p> <ul style="list-style-type: none"> <li>(i) If the candidate has not completed the programme, he/she is debarred from continuing his/her studies for one year i.e., for</li> </ul>
23	The candidate substituting an answer book let prepared outside the examination hall for the one already distributed to the	

	candidate	<p>two subsequent semesters. However the student is permitted to appear for the examination in all the arrears-subjects during the debarred period.</p> <p>(ii) If the candidate has completed the programme, he/she is prevented from writing the examinations of the arrears-subjects for two subsequent semesters.</p>
24	The candidate indulge in any disruptive conduct including, but not limited to, shouting, assault of invigilator, officials or students using abusive and /or threatening language, destruction of property.	<p>Invalidating the examinations of all the theory and practical subjects of the current semester and all the arrears –subjects registered by the candidate.</p> <p><b>Additional Punishment:</b></p> <p>(i) if the candidate has not completed the programme, he/she is debarred from continuing his/her studies for <b>two years</b> i.e., for four subsequent semesters. However the student is permitted to appear for the examination in all the arrears-subjects during the debarred period.</p>
25	The candidate harass or engage others to harass on his/her behalf an invigilator, official, witnesses or any other person in relation to an irregularity by making telephone calls, visits, mails or by any other means.	
26	Candidate possessing any firearm/weapon inside the examination hall.	<p>(ii) if the candidate has completed the programme, he/she is prevented from writing the examinations of the arrears-subjects for four subsequent semesters.</p>

27	Cases of Impersonation	<p>(i)Handing over the impersonator to the police with a complaint to take appropriate action against the person involved in the impersonation by the Chief Supt.</p> <p>(ii)If a student of this University is found to impersonate a ‘bonafide student’, the impersonating student is debarred from continuing his/her studies and writing the examinations <b>permanently</b>. He/she is not eligible for any further admission to any programme of the University.</p> <p>(iii)Debarring the ‘bonafide student’ for whom the impersonation was done from continuing his/her studies and writing the examinations <b>permanently</b>. He/she is not eligible for any further admission to any programme of the University.</p>
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