Jagat Guru Nanak Dev Punjab State Open University, Patiala



Controller of Examinations E- Mail: <u>coepsou@psou.ac.in</u>

Established by Act No.19 of 2019 of Legislature of the State of Punjab, Patiala

FORM FOR REPORTING CASES OF UNFAIR MEANS OR ACTS OF INTERFERENCE IN THE PROPER CONDUCT OF UNIVERSITY EXAMINATION

IMPORTANT

- 1. The Centre Superintendent should please ensure that all the columns are properly filled and completed in all respects and the performs is despatched alongwith all the relevant document to Registrar, JGNDPSOU, Patiala under a registered cover on the same day of detection.
- 2. In case the detector is a member of the Flying Squad, he/she should be requested by the Centre Superintendent to record a detailed report at page 2 and to invariably sign the paper(s) recovered from the candidate for purpose of authentication.
- 3. In all cases, the UMC case shall be prepared & signed by Centre Superintendent.

GENERAL PARTICULAR

1.	Centre of examination (with mention of Centre Code)	
2.	Name of the Examination	
3.	Name of the Candidate	
4.	Roll NoSession	
5.	Subject/Course	
6.	Course-Code	
7.	Paper ID	
8.	Date of Detection	
9.	By whom detected (Name and complete particulars)	
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DETAILED

No. of printed papers detected	
No. of handwritten papers detedcted	
Other incriminating material	
Total No. of papers detected	
Time of detection	
Exact place or part of the body of recovery	

IMPORTANT: Exact location of the papers and other material recovered must by given (e.g. from the hand/pocket or under the clothes worn by the candidates or from the candidate's answer book or whether "from the seat" etc. Report regarding giving or receiving help by a candidate or misbehaviour or indiscipline/ disturbance created at the Centre by a candidate(s) be also mentioned here in details. The time of detection should be clearly mentioned and the report free from any sort of ambiguity.

Full Signature:
Name :
Designation/Address

(Separate sheet mayj be used if necessary)

ENDORSEMENT BY THE SUPERVISOR OF THE ROW

(if he/she himself did not detected the case)

Statement:

Full Signature:

Name :

Designation/Address

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COMMENTS/REPORT OR THE CENTRE SUPERINTENDENT

Statement:

Full Signature: Name : Designation/Address

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STATEMENT OF CANDIDATE

(if the candidate refuses to make a statement, the fact of refusal may please be indicated by the Central Superintendent)

Statement of Student:

Full Signature:

Name :

Roll No:

Address:

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Details of documents sent:

1.	Answer Book(s): One or two
2.	Material recovered (No. of papers)
3.	Copy of the seating plan
4.	Copy of the question paper
5.	

Further certificate that the candidate was asked to make a statement and to sign the incrimination material recovered from him.

- 1. But he refused to do so.
- 2. He has made a statement but did not sign the incriminating material.
- 3. He has made a statement and also signed the incriminating material.
- 4. He was offered a second Answer Book. He accepted/refused to accept the second Answer Book.

Assistant Superintendent/Clerk

Centre Superintendent