



बिरला प्रौद्योगिकी संस्थान BIRLA INSTITUTE OF TECHNOLOGY

(वि० अनु० आ० अधिनियम १९५६ की धारा ३ के तहत मानित विश्वविद्यालय || A Deemed to be University u/s 3 of UGC Act, 1956)
मेसरा, राँची ८३५२१५ (भारत) || MESRA, RANCHI 835 215 (INDIA)

EXAMINATION DEPARTMENT | परीक्षा विभाग

Guidelines to deal with students reported to have resorted to UNFAIR MEANS (UFM) in any examination or academic assessment exercises

(As ratified in the 118th Academic Council Meeting held on 27th May and 12th June 2025)

The following actions, in part or totality, but not limited to, will amount to a violation of ethical conduct rules and permissible behaviour in an examination session or related academic assessment activities and constitute sufficient grounds to attract disciplinary actions and penalties:

1. **Communication with fellow students during the examination session**
2. **Possessing and/or exchanging academic notes and materials to secure undue advantage**
3. **Illegal use or possession of electronic gadgets or devices in violation of guidelines**
4. **Misuse of social media handles or digital platforms during the examination**
5. **Misusing temporary breaks during the examination period to find answers to the questions**
6. **Aiding and abetting unfair means to fellow students**
7. **Misbehaving with or challenging the invigilators or examination staff**
8. **Removal or tampering with the answer scripts**
9. **Impersonation in the oral/written examination, viva, laboratory sessions, term papers, and assignments**
10. **Any other forms of misconduct that amount to resorting to unfair means**

Punishments and Penalties

In the event of any student found and ascertained guilty of any one or more of the above-cited nature of misconduct and violation of ethical standards applicable to the examinees, the following punishment(s) will be awarded, as determined appropriate by a competent committee or authority:

1. **Cancellation of the answer script for the given examination (UFM- 01)**: The student will be awarded zero (0) marks in the concerned paper for that particular examination component (Mid-Semester, End-Semester, Internal Assessment, or Sessional Examination).
2. **Award of "F" Grade with Re-registration Option (UFM- 02)**: The student may be awarded an "F" grade in the concerned paper but may be permitted to re-register for the said course in the next Makeup Examination or Short Semester.
3. **Award of "F" Grade with Limited Re-registration Opportunity (UFM- 03)**: The student may be awarded an "F" grade in the concerned paper and be permitted to re-register only in the Short Semester as per academic regulations.



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4. **Provision for special consideration for the students reported with UFM but having valid evidence of external career assignment or offer:** (i) If a Pre-final year student scheduled to join a bonafide internship or training during the ensuing vacation or semester or a similar assignment related to his/her course curriculum, or (ii) if a final year student having written offer of a firm placement/internship or admission for higher studies, **the concerned maybe allowed to register for makeup at the discretion of the competent committee or authority without/with additional penalty.**

In all the above-stated cases, the concerned student, willing to seek a partial reprieve, must furnish a written apology with admission of his/her misconduct and an undertaking duly countersigned by the concerned guardian that he/she would never violate any of the disciplinary norms of the Institute in future, failing which, he/she would readily accept a much stricter punishment including termination or rustication.
