

SEMESTER EXAMINATIONS

Some important announcements to the candidates

If Cell phones, notes, cog sheets, programmable calculators or other unauthorized items are found in your possession during the exam then you will be given RA and you run the risk of losing one year.

- Read carefully all the instructions given on the top sheet of your answer book and those given at the back of your Admit Card.
- You are allowed to use only non-programmable calculators.
- Make sure that the invigilator on duty signs your Admit Card
- Warned against using any mark to identify your script e.g. using white ink to make any corrections.
- Candidates must not enter an examination room 15 minutes after the start of an examination **without written permission from the Vice Principal or Dean.**
- The full set of **Rules for Examination Candidates** and the full list of **Academic Misconduct** are posted on the college notice boards and on the college website. You are expected to read them carefully and understand their implications.

A. C. Gomes

17/11/11

Controller of Examinations
St. Xavier's College (Autonomous)
(Under Goa State University)

CHAPTER 4: ACADEMIC MISCONDUCT

SCOPE

- 4.1 Academic misconduct means any attempt by a student to gain improper advantage in any assessment by infringement of rules for examination candidates or through deception or fraudulent means or any attempt to assist another student to gain improper advantage.
- 4.2 Examples of academic misconduct include:
- a) Assisting another student in any form of academic misconduct;
 - b) Breaking the rules for examination candidates detailed in regulation 2.37 in order to gain improper advantage, for example by
 - i) Possessing notes, cog sheets, cell phones, programmable calculators or other unauthorized items;
 - ii) Leaving exam room to look at notes hidden elsewhere;
 - iii) Communicating or trying to communicate in any way (e.g. speech, writing, computer communication) during an examination with another student or with anyone outside the exam room;
 - iv) Not heeding warnings give by the invigilator;
 - v) Taking away blank answer book or loose sheets and writing answers thereon outside the exam room before hand and attaching them with the original script;
 - vi) Leaving the exam hall without submitting the answer script and submitting the same later on the plea of inadvertence or any other consideration;
 - vii) Removing an inner sheet of the answer book and replacing it with another brought from outside with answers written on it;
 - viii) Creating disturbance in the exam hall/abusing/assaulting/threatening the invigilator on duty;
 - ix) Changing roll number deliberately;
 - x) Destroying incriminating documents;
 - xi) Sitting an examination in place of another student or knowingly allowing another person to sit an examination in place of the student seeking credit for the assessment;
 - xii) Presenting data in laboratory reports, projects, etc. as based on work undertaken by the student, which have been invented by the student, altered, copied or obtained by improper means.

The above cases are illustrative and not exhaustive and punishment may be recommended by the Discipline Committee depending on the nature of the offence in individual case.

A. C. Jones
17.11.11

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