

2.5.1 - Exam cell notice sample



PEOPLE'S EDUCATION SOCIETY'S  
**SIDDHARTH COLLEGE OF LAW**

Founder : Bharat Ratna Late Dr. B. R. Ambedkar  
M.A., Ph.D., D.Sc. (London), L.L.D. (Columbia), D.Lit. (Osmania), Bar-at-law  
348, Anand Bhavan, 3<sup>rd</sup> Floor, Dr. D. N. Road, Fort, Mumbai.  
Tel. 022-22823935

**NOTICE**

15<sup>th</sup> April 2018

This is to notify that the meeting of Examination cell is scheduled on 16<sup>th</sup> April 2018 at 1pm in the Principal's office.

**Agenda for the meeting:**

1. Formation of Examination Cell
2. Discussing arrangements for seating plans
3. Addressing measures to prevent cheating or malpractice during exams, such as implementing invigilation procedures
4. Allotment of Supervision (invigilation duty sheet)
5. Planning durations for upcoming assessments.



Principal  
*Sandhya*  
Ms. Sandhya F. Dokhe  
I/C Principal  
Siddharth College of Law  
Anand Bhavan, Fort,  
Mumbai - 400 023.

2.5.1 + 2.5.2 Exam cell unfair means



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### UNFAIR MEANS INQUIRY COMMITTEE

The committee is set up to inquire about the alleged unfair means and practices by the students during any examinations (Internal/External/ Practical) in accordance with the procedures and guidelines issued by the University of Mumbai under Ordinance 5050.

#### Objectives:

1. To investigate the cases of students involved in unfair means during examinations and reported by the Examination committee
2. To recommend action(s) (if any) to the Principal regarding unfair practices
3. To conduct transparent and unbiased investigation against any unfair means case
4. To counsel the student(s) indulging in unfair means to avoid any drastic step being taken
5. To act as the investigative body for any complaints of alleged unfair practices against Junior Supervisor/ Paper Setter and any other person involved directly or indirectly in the examination work.

#### Flow of the Process

1. Reporting of the Unfair Means by the Junior supervisor during the examination.
2. Handover of the Unfair Means Cases occurred during examinations by the Examination Committee to the UMIC.
3. Issuing letters to the students regarding the meeting of the Unfair Means.
4. Inquiry of the students in the meeting.



*Sandhya*  
Ms. Sandhya F. Dokhe  
I/C Principal  
Siddharth College of Law  
Anand Bhavan, Fort,  
Mumbai - 400 023.

5. Making recommendations as per the provisions of the Ordinance 5050 of University of Mumbai.
6. Intimating the Principal about the recommendations taken for further course of action.
7. Intimating the same to the students as well as examination committee via letters

**List of Members of the Unfair Means Inquiry Committee**

**2018-2019**

Sr. No.	Name	Designation
1.	Dr. Sudhakar Reddy	Chairperson
2.	Miss. Savina Crasto	Member
3.	Miss. Sabiha Badra	Member

**List of Members of the Unfair Means Inquiry Committee**

**2019-2020**


Sr. No.	Name	Designation
1.	Ms. Sandhya F. Dokhe	Chairperson
2.	Prof. Pankaj Madhe	Member
3.	Mr. Prashant Jadhav	Member
4.	Mr. Anma Dongre	Member
5.	—	Member

**List of Members of the Unfair Means Inquiry Committee**

**2020-2021**

Sr. No.	Name	Designation
1.	Ms. Sandhya F. Dokhe	Chairperson
2.	Prof. Pankaj Madhe	Member
3.	Mr. Prashant Jadhav	Member
4.	Mr. Onkar Pedamkar	Member
5.	—	Member



  
 Ms. Sandhya F. Dokhe  
 I/C Principal  
 Siddharth College of Law  
 Anand Bhavan, Fort,  
 Mumbai - 400 023.

**List of Members of the Unfair Means Inquiry Committee**

**2021-2022**

Sr. No.	Name	Designation
1.	Ms. Sandhya F. Dokhe	Chairperson
2.	Mr. Sumit Pawar	Member
3.	Mr. Rohit Rathod	Member
4.	Mr. Prasad Alekar	Member
5.	Mr. Omkar Pedamkar	Member
6.		Member
7.		Member

**List of Members of the Unfair Means Inquiry Committee**

**2022-2023**

Sr. No.	Name	Designation
1.	Ms. Sandhya F. Dokhe	Chairperson
2.	Mr. Sumit Pawar	Member
3.	Mr. Rohit Rathod	Member
4.	Mr. Prasad Alekar	Member
5.	Mr. Omkar Pedamkar	Member
6.	Miss. Neha Gawde	Member
7.		Member



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