

SIMMT EXAMINATION NORMS

1. DEFINITIONS OF VARIOUS TERMS USED IN EXAMINATION RULES APPLICABLE FOR DIPLOMA PROGRAMMES

- 1.1 **Curriculum:** - It is a set of complete topics and subtopics included in a subject that gives guidelines for implementation of complete teaching learning process.
- 1.2 **Subject** -It is a set of different topics and subtopics Prescribed in curriculum required for prescribed teaching- learning process. The subject includes all the **subject-heads** such as theory, term work, Practical, Oral, whatsoever prescribed in the subject structure and curriculum.
- 1.3 **Programme/ Course**-It is a set of various subjects prescribed for the award of a particular Diploma.
- 1.4 **Credit**- It is an integer value assigned to a subject. The total hours prescribed per week in a curriculum for teaching-learning process of a subject are assigned as credits.
- 1.5 **Term**-A term is a number of Weeks/ days prescribed for completion of teaching learning process of a programme/course with prescribed hours. There are only two terms. The term commencing from summer is **Summer term** and the following term is **Winter term**. Terms are designated by word " Summer" or "Winter" followed by the relevant year . For example Summer 2003, Winter 2003, Summer 2004, Winter 2004 etc.
- 1.6 **Term Examination** -Each term will be followed by an examination called the Term Examination which is designated by the relevant term and the year as Summer 2003, Winter 2003 term exam etc. as the case may be.
- 1.7 **Enrolment number** -A candidate admitted to Institute shall be given an unique number called "Enrolment number" after filling the prescribed form. All the information about the candidate like his/her personal details as address, telephone No., parents address etc. and Examination record developed during his/her studies as subject marks, Remarks etc. will be linked to this Enrolment number in the database. Hence the enrolment number will give all the information about the candidate whenever required.
- 1.8 **Non Examination Credit subject heads** -There will be no examination for such subject heads however candidate has to complete the subject heads satisfactorily to acquire credits prescribed for such subject heads.
- 1.9 **Ex-student** A candidate who has fulfilled the conditions to be eligible for any semester examination shall be called Ex-student for subsequent examinations of that semester in case the candidate has not appeared or has appeared and failed in that semester examination
- 1.10 **External examiner** is a person otherwise eligible as per the SIMMT norms, who is not on the payroll of SIMMT

2. ELIGIBILITY FOR THE AWARD OF DIPLOMA

The candidate to be eligible to the award of a particular diploma will be required to pass in the entire subject heads prescribed for that Diploma course.

3. Duration of Term Schedule

The Term shall be of minimum of 90 working days contact hours per student

4. Application Form For Examination

The candidate intending to appear for a term examination shall be required to fill in an application for admission to the examination in the prescribed form and submit the same along with the prescribed fees on or before the due dates notified. The application with prescribed late fee per working day will be accepted within 7 working days after the due date.

(The current Examination Fees per student per semester is Rs. 300/- which may be revised from time to time with the consent of the Examination committee)

Issue of duplicate Hall ticket: In case of loss of the hall ticket, a duplicate Hall ticket shall be issued after the payment of Rs.25/-

5. ELIGIBILITY FOR ENROLLMENT TO THE TERM EXAMINATIONS

No candidate shall be admitted to any semester examination unless s/he keeps terms for that semester and unless s/he has –

- 5.1 Put in satisfactory minimum attendance of 75 % of total periods as prescribed in the syllabus for the theory, practical, tutorial separately in each and every subject head of the semester. In case the attendance falls short by not more than 10% due to illness (certified by a Registered Medical Practitioner) or for any other reasons considered valid, the Institute may condone such deficiency and permit the candidate to appear for examination if the candidate is otherwise eligible.
- 5.2 Satisfactorily completed the specified lab. practicals, term-work, etc. prescribed in the syllabus for the semester.
- 5.3 Satisfactory progress in his/her studies and is of good conduct and character.
- 5.4 Not been debarred from appearing any examinations during that period by SASMIRA's Institute or any other recognised bodies.

6. REJECTION OF EXAMINATION APPLICATION

- 6.1 Controller of Examination shall be competent to reject applications for examination of those candidates who fail to fulfill any of the relevant conditions as given in eligibility norms.
- 6.2 The result of the applicant at the examination will be cancelled if it is later found that the applicant was not eligible for appearing the said examination due to any of the reason.

7. DEBARRED CANDIDATES

No candidate shall be admitted to the term examination if he or she has been reported to Principal that s/he has been debarred for any period for appearing for any examinations held by any Government, Constituted Authority or Statutory Examining Authority in India or by the Board of Technical Examination Mumbai or SIMMT or any Autonomous Polytechnic of Govt. of Maharashtra.

8. NO PERMISSION TO DISALLOWED CANDIDATE TO APPEAR FOR EXAMINATIONS

No candidate who is disallowed from appearing at an examination for not fulfilling above conditions shall be permitted to appear for that examination unless he fulfils all conditions afresh.

9. EXEMPTION IN THE SUBJECT/S

A candidate who has already passed in a subject/s or its equivalent subject/s (decided by equivalence committee) in the examination conducted by SIMMT or any other recognised Board, shall at his option, be entitled to claim exemption in such subject/s. However, candidate so exempted shall not be entitled to award of class. Exemption so admissible will lapse if not claimed at the first attempt of the examination.

If a candidate is permitted a change of Diploma programme offered by the Institute or has transferred to the Institute from other institute and such a candidate seeks exemptions in the equivalent/common subjects, exemption in such subjects shall be allowed if permitted by Equivalence committee. However, candidate so exempted shall not be entitled to a class if the subject exempted is from V or VI semester.

10. BACKLOG SUBJECT HEAD

After enrolling for a particular subject head in an examination, the subject head shall be treated as backlog subject head if

- The candidate could not appear for the Examination.
- The candidate fails in the examination.
- The candidate is disallowed for appearing in examination.

11. PREVIOUS MARKS

Any candidate being eligible for appearing to any Backlog Head of a subject for an examination, his/her previous marks of remaining heads of that subject shall be carried forward.

12. ACQUIRING CREDITS

The prescribed Credits for Exam-Credit subjects shall be granted to the candidate only if s/he passes all the heads of that subject satisfying prescribed conditions or exempts the subject. Credits for non-exam subjects shall be granted only on satisfactory performance

certified by in charge Non examination credit subject based on satisfactory progressive assessment of the candidate.

13. FAILURE IN TERM-WORK

If a candidate is not passing in TW of any practical subject s/he will not be allowed to appear in that particular practical examination and remark of DS (Disallowed) will appear on the result/mark sheet. A candidate failing in term-work shall be required to rejoin the relevant classes and put in fresh term-work to the satisfaction of subject in-charge.

14. NO PERMISSION TO APPEAR IN THE SUBJECT ALREADY PASSED

Once the candidate is declared passed in any subject s/he will not be allowed to appear for the same subject except in the V and/or VI semester subject/s leading to the award of class for the diploma.

15. RESULT OF EXAMINATION

As soon as is practicable after the conclusion of an examination the result of the examination will be declared in accordance with relevant prescribed rules. In case result of certain candidate/s is/are held in reserve (RHR) for incomplete information, due to decision pending on- unfair means cases, such result will be declare within the time limit i.e.- in any case before last date of filling the examination form for ensuing term Examination.

16. AFFECTED RESULT PRIOR TO ITS DECLARATION

In cases where the result of an examination is affected prior to its declaration either on account of large number of failures in a subject/s due to question paper/s set being not within the scope of syllabus or on account of error, malpractice, fraud, improper conduct of examination or any other matter of whatsoever nature, such matters will be placed before a "Special Examination Committee" for consideration and decision.

17. ISSUE OF STATEMENT OF MARKS

A certified statement of marks secured by the candidate at the term examination will be issued to him/her. However marks obtained by the candidate in individual questions or section of a paper will not be supplied.

For duplicate or further copies of statements of marks candidate will have to apply along with prescribed fee. Duplicate, Triplicate copies will be super scribed on the reissued certificates.

18. VERIFICATION OF MARKS

After declaration of result candidate getting unexpected results may apply for verification in standard format with required fees. The amount of fees and duration of submission of application will be notified at the appropriate time.

In verification the following steps will be taken

- i) The concerned paper will be taken out, and
- ii) Verification of following points will be carried out.

Whether all the written supplements are in place, Whether all answers have been assessed, and marks awarded. In case it is found that a particular answer or answers have not been corrected, valuation will be done by same examiner of answers of questions and sub questions remained to be examined on written report from Controller of Examinations to the Principal. Penalty shall be levied to the first examiner for not examining the answers of said questions or sub questions at first attempt.

- a) Whether total of marks for full question is correct,
- b) Whether marks are entered on the front page correctly,
- c) Whether total on front is correct,
- d) Whether the marks are entered on the computerized mark sheet correctly,
- e) Whether the grace as per norms has been implemented correctly, and
- f) Whether the individual statement of marks contains the correct marks.

- iii) Result of verification will be displayed on the notice board.
- iv) No candidate shall claim or be entitled to revaluation or reassessment of his answers or disclosure or inspection of the answer-books or the other documents as these are treated by the Institute as most confidential.
- v) If there is any change in the marks after verification it shall be corrected in the result sheet by COE with prior permission of the principal, attested and dated.
- vi) The original statement of marks will be forfeited and new statement of marks will be issued.
- vii) In any case fee for verification will not be refunded to the candidate.
- viii) The original statement of marks of candidate applied for the verification and found no change in marks shall be returned.

19. IMPROVEMENT OF PERFORMANCE / RE-APPEARING THE EXAMINATION

A candidate declared to have passed the V and VI semester examination leading to the award of class of diploma will, at his/her option, be permitted to reappear at the same examination/s (V and/or VI) provided s/he applies for such reappearing in the prescribed form issued by the Institute for improvement of class within 30 days from the date of declaration of the result of the relevant Diploma programme.

A candidate so permitted -

- i) Will forfeit the Diploma awarded, earlier statement of marks and other documents he is entitled to, for having passed the V and VI semester examinations for which he opts to reappear, in case he improves the performance.
- i) Will be entitled to re-appear as an ex-student and his previous term-work test, oral / project practical marks / sessional marks, wherever applicable shall only be carried forward.
- ii) Will be required to re-appear and pass in all the theory subjects of V and/or VI semester examinations.
- iii) Such a candidate will be permitted to avail only one chance to improve his performance.

20. REVERSAL OF RESULT

In any case where the result of an examination declared and it is found that such result has been affected any error (except those covered under malpractice, fraud or improper conduct) the COE in consultation with the Principal shall have the power to amend such result in such a manner as shall be in accordance with the true position.

In any case where the result of an examination has been declared and it is found that such result has been affected by any malpractice, fraud or any other improper conduct where by a candidate has benefited or otherwise, such cases will be placed before the "Examination Committee" for scrutiny. The Special Committee will have power to amend the result of such candidate and make such declaration, as it shall consider in this behalf.

21. AWARD OF DIPLOMA

21.1: Issue of Provisional Diploma Certificate

Provisional Diploma certificate and the mark sheets for having passed the Diploma examination shall be issued to the eligible candidates along with the declaration of result of the final semester examination. However the student who has passed the final semester examination and has applied for verification of marks shall deposit the Provisional Diploma certificate and the mark sheets to the along with the application of verification of marks to the Examination section of the Institute. The Institute shall return the diploma certificate after making the necessary correction, in case of any changes in the marks after verification.

21.2: Award of Diploma Certificate

Final Diploma certificate shall be issued to the eligible students in the subsequent convocation ceremony, the date of which will be duly informed to the candidates.

21.3: Issue of Duplicate Diploma certificate

A duplicate or further copies of Diploma will be issued to a candidate on payment of prescribed fee and on receipt of an application along with affidavit stating that the original Duplicate/further copies as the case may be is / are lost. Duplicate, Triplicate copies will be super scribed on the reissued certificates.

SIMMT EXAMINATION REGULATIONS

1: TEACHING AND EXAMINATION SCHEME

The teaching and examination scheme for the Diploma courses shall be as per curriculum and examination scheme prescribed by Board of studies and approved by Governing body subject to revision and modification.

Examination in various subjects may include following subject heads as prescribed in curriculum such as theory, term work, practical and oral whatsoever the case may be. Each prescribed subject head shall be the head of passing.

The examination in Theory shall be as per scheme of examinations as prescribed in curriculum.

2: CHANGE OR MODIFICATION IN CURRICULUM/SYLLABUS

Any change or modification in curriculum or examination scheme approved by Board of studies shall be implemented on approval by Governing Body. Such change will be notified to the candidates in the beginning of the semester. Candidates are supposed to take into consideration the changes in the syllabus and accordingly appear the examination with revised syllabus.

The general norms applicable to both the cases are as detailed below

3: PRACTICAL ASSESSMENT:

For assessment of practical the internal and external examiner should jointly assess the examinees for the following things. General guidelines for the percentage weightage to be given to the various possible heads of assessment are as under.

Sr. No.	Assessment head	Assessed % weightage
1	Laboratory mannerism	10
2	Performance skills	20
3	Accuracy of the readings	20
4	Accuracy of calculations	20
5	Clarity of concepts to be assessed during viva	20
6	Confidence to be assessed during viva	10

However every teacher in consultation with the concerned HOD is supposed to prepare a specific structure for the assessment of his/her practical subject and get it duly approved by the COE and Principal. Wherever applicable the examinee must get his / her observation reading signed from the internal assessor before he / she begins the calculation part of practical.

While assessing the students the entire break up of the marks as per the approved assessment structure should be maintained and submitted to the examination cell along with the mark sheet in a separate sealed envelope.

MINIMUM PASSING MARKS: The minimum passing marks in the Practical are as under

Maximum marks	Passing marks
50	20
100	40

There are no grace marks in Practical

4. TERMWORK

Term work shall be assessed continuously. Last assessment shall be done at the end of term as per the norms prescribed by Curriculum Development Cell. The term-work shall be submitted by the candidate before the target date as the academic schedule.

5. Sessional Test

One sessional test of 20 marks will be conducted in a term for each theory subject. There are no passing marks in sessional tests. If a candidate remains absent in test, no repeat test will be conducted and the candidate will get zero marks for that the test. The marks obtained by the candidate in the courses shall be communicated by programme head to examination cell within the stipulated date.

The officer in charge (Examination) is authorized to conduct the sessional tests S/he is authorized to collect manuscript question papers, prepare & zerox question paper & conduct the sessional examination as per schedule for all the subjects.

6. CARRYING OVER THE MARKS

If the candidate fails in any or some prescribed heads of a subject except term-work, the marks of head/s of the same subject passed by him/her shall be carried in subsequent term examination.

A candidate whose marks are thus carried over is not eligible for award of class.

7. NORMS FOR THE PRACTICAL

7.1: The practical examination should follow the norms as detailed below.

Case - I) The practical examination of those subjects which are in continuation to each other in consecutive semesters (two semesters), will be held at the end of the even semester (i.e. during summer Examination) as per the examination scheme.

The specific norms for the case - I are detailed below.

1. The practical examination should include the practical of both the semesters performed in one year.
2. Equal weightage should be given to practical of both the semesters. The examinee should perform one practical from each semester during the practical examination if it is possible in given time period of practical examination or else one practical can be performing while the second can be incorporated in the oral part of practical examination.

Case - II) The practical examination of those subjects, which are present in one semester only will be held at the end of the same semester as detailed in the Examination scheme.

The specific norms for the case - II are detailed below.

1. The practical examination should have minimum one performing practical or more if it is possible in the given time period of practical examination.
2. The Oral part of practical examination should mainly focus on the particular practical, which is assigned to the examinee. The examiner can also include the other practicals in the oral part of the examination.

7.2 Repeat Practical Examination:

Students failing in the practical examination are allowed to appear for the repeat practical examination which will be conducted at the end of semester as per the schedule displayed.

8. Term work

The subject teacher will give practicals/assignments/project to the candidate. The candidate is supposed to work on the assignments given by the teacher and show his/her performance weekly to the teacher. The teacher will progressively evaluate the work assigned to the candidate and the marks are given accordingly.

8.1 Assessment norms

The teacher may take in to consideration the following points while giving marks for the term work.

Sr.No	TOPIC	MARKS (OUT OF 50)	MARKS (OUT OF 25)
1.	Performance	20	10
2.	Presentation of Journal	10	05
3.	Lab. Discipline	10	05
4.	Regularity of submission	05	2.5
5.	Attendance	05	2.5
TOTAL		50	25

However every teacher in consultation with the concerned HOD is supposed to prepare a specific structure for the assessment of his/her practical subject and get it duly approved by the COE and Principal.

8.2 Condition for passing

The candidate should get minimum of 40% total marks

1. There are no grace marks in Term work.
2. If a candidate is not passing in TW of any practical subject s/he will not be allowed to appear in that particular practical/oral examination and remark of DS (Disallowed) will appear on the result/mark sheet. A candidate failing in term-work shall be required to rejoin the relevant classes when that term is going on and put in fresh term-work to the satisfaction of subject in-charge to be eligible to appear for the practical/oral examination of that particular subject.

The concerned subject teacher should maintain the records of marks distribution with him. He should fill the total marks obtained in the mark sheet of the term work & submit the same to the controller of examination.

The general guidelines for the assessment of term work are detailed below.

1. The term work marks are to be given by internal examiner.
2. The examinee must have completed the entire practical (both performing & demonstration type) as per timetable to the satisfaction of internal examiner. The internal examiner will refuse to accept the submission of incomplete practical journal. The examinee should complete the practical journal & re-submit to the internal examiners for its evaluation for term work.
3. The internal examinee should assign the marks for individual practical in the practical journal. The total term work marks should be entered in the practical journal & examinee should be made aware of the total term work marks.

9. ORAL ASSESSMENT

The oral assessment of the examinee will be jointly by the internal and external examiners. They may consider the following points for the assessment.

The marks distribution of oral examination is shown below.

SR.NO	EXAMINER	TOPIC	MARKS (OUT OF 50)
1.	Internal	Oral	10
		Over all Journal	05
		Presentation	10
2.	External	Oral	10
		Over all Journal	05
		Presentation	10
TOTAL			50

However every teacher in consultation with the concerned HOD is supposed to prepare a specific structure for the assessment of his/her practical subject and get it duly approved by the COE and Principal.

The concerned subject teacher should maintain the records of marks distribution with him. He should fill the total marks obtained in the mark sheet of the oral & submit the same to the controller of examination.

All the oral examinees should be allotted the equal or uniform duration of time to avoid discrimination.

All the oral examinees should be asked the more or less equal no of questions to avoid discrimination. The internal & external examiners should ask equal no of questions to justify their equal weight age.

10. STANDARD OF PASSING EXAMINATION

Examination Structure

Sr. No	Examination	Marks			Minimum passing (40% of total)
		Internal	Final	Total	
1.	Theory	20	80	100	40 (Minimum 29 marks in final)
2.	Practical	--	50 / 100	50 / 100	20 or 40 respectively
3.	Term work	25/50 / 100	--	25 / 50 / 100	10 / 20 / 40 respectively
4.	Oral	--	25 or 50	25 or 50	10 or 20 respectively

10.1 To pass an examination of a course a candidate must obtain minimum of 40 percent of full marks separately in each theory paper, practical, oral and term work whatsoever is/are the prescribed heads of a course. While deciding the minimum marks, the fraction of a mark shall be omitted. Further,

- The "Theory", "Practical", "oral", "Term work" shall be separate heads of passing.
- The marks under the head "Theory" shall be the aggregate of i) marks of written term examination In 'Theory Paper' and ii) the sessional test marks

10.2 MINIMUM PASSING CONDITIONS

- To pass an examination a candidate must obtain a minimum of 40 % of the full marks, separately in each theory, practical, oral and term work. While deciding minimum marks required for passing, fraction of a marks shall be omitted.

Further,

- 'Theory', 'practical' and 'term work' shall be separate heads of passing.
- The marks under the head 'Theory' shall be aggregate of:
 - Marks of written examination in theory and
 - The marks of sessional test to be held by the Institute during the semester wherever applicable.

Note: Where the marks under the 'theory' shall be aggregate of

- Marks of written examination in theory and
- The marks of the sessional test to be held by the institute during the semester wherever applicable.

The candidate shall have to obtain minimum 29 marks in written theory paper of semester examination out of 80 marks.

The Specific example is given below:

For theory subjects of total 100 marks having 20 sessional test marks and 80 term examination marks.

a) Condition for passing:

1. In the term examination candidate should secure minimum of 29 marks out of 80 marks.
2. The total of sessional test marks and theory term examination marks should be minimum of 40.
3. There shall be no minimum marks for passing in sessional test.

b) Condition for getting grace

Maximum 3 grace marks can be given in a theory head to full fill the condition of passing of aggregate of 40 marks out of 100 if he is satisfying condition 10.2.1.a.1

Candidate is eligible to avail grace under each and any number of theory heads but not for Practical, Term work and sessional test.

To pass in heads term work or oral or practical candidate will have to obtain 40 percent of maximum marks assigned to that heads of the course. For example the candidate should secure minimum 10 marks out of 25 marks, minimum 20 marks out of 50 marks and minimum 40 marks out of 100 marks.

11. CONDONE FOR PASSING.

This is applicable to regular candidates without any exemptions. When the candidate's overall percentage is ≥ 50 and failing in maximum two heads by maximum of 10 marks taken together, s/he will be declared pass with remarks "PASS@CON". The total of such candidate will remain unchanged and @ sign will come on the result sheet and mark sheet in the relevant heads.

Such candidate will be eligible of class on par with other successful candidate however CON@ would be shown against his result in the Statement of Marks. However for award of diploma certificate, "CON@" will not be mentioned.

12. STANDARD FOR AWARD OF CLASS

Class will be awarded to the students who are appearing for all the subject heads of the for that particular semester.

Class at diploma will be awarded taking marks of V and VI semester together wherein.

- a) A candidate securing 75% or more of the total marks will be declared to have passed the Diploma in First Class with distinction.
- b) A candidate securing 60% or more but less than 75% of the total marks will be declared to have passed the Diploma in First Class.
- c) A candidate securing 50% or more but less than 60% of the total marks will be declared to have passed the Diploma in Second Class.
- d) A candidate securing 40% or more but less than 50% of the total marks will be declared to have passed the Diploma in Pass Class.

13. CONDONE FOR CLASS.

Maximum of 5 marks will be added in grand total of the candidates of final semester exam which can get promoted to the higher class.

Annexure of Office Order No. MSBTE/D-40/SPC/2017/514, dated 8th August 2017.

The Penalties to the examinees, staff and institutions for various instances of malpractice were finalized by the committee as follows :-

Sr. No.	NATURE OF MALPRACTICE	RECOMMENDED REVISED PUNISHMENT
✓ 1	Examinee/s making marks /signs, Writing Roll Numbers, name or using any other means of disclosing identity with a clear intent of getting illegal /undue benefits/frequent changes in ink without supervisor's permission.	Cancellation of the result /performance of the guilty examinee in the subject during whose examination he/she caught. (Subject)
✓ 2	Examinee making an appeal to the examiner revealing both, former's name and address.	Cancellation of the result /performance of the guilty examinee in the subject during whose examination he/she caught. (Subject)
✓ 3	Examinee Writing in provocative or abusive and /or threatening language in the answer-book.	Cancellation of full performance in the entire examination/s in which the examinee has appeared. (1+0)
4	Examinee or his associate/s influencing the Examiner/ Moderator / similar Authority connected with the examination with a clear intent of getting illegal /undue benefits.	Cancellation of full performance in the entire examination/s in which the examinee has appeared and debaring him from appearing in subsequent one examination. (1+1)
✓ 5	Examinee(s) communicating or talking with another Examinee /s during examination session.	Cancellation of the result /performance of the guilty examinee in the subject during whose examination he/she caught. (Subject)
6	Examinee tampering with Answer-books of own or another examinee inside or outside the examination hall.	1. First Examination/First Semester: Cancellation of the result/performance in the current examination/s of the alleged examinee involved in such action for candidate appearing first examination. (1+0) 2. Second Examination/Second Semester onwards: Cancellation of the result/performance in the current examination/s of the alleged examinee involved in such action and debarment from appearing in the next one examination. (1+1)
7	Examinee caught during the examination session while in possession and/or copying from the copying material scribbled on articles / body parts.	Cancellation of full performance in the current examination/s. (1+0)

These punishments are passed in 43rd Board Meeting held on 29th May 2017 vide item no 43.3 implemented from 1st June 2017
2017 examination vide Annexure 'A' of Office Order No. MSBTE/D-40/SPC/2017/514, dated 8th August 2017



Annexure of Office Order No. MSBTE/D-40/SPC/2017/514, dated 8th August 2017.

8	Examinee caught during the examination session while in possession and/or copying from the copying material in the form of written or printed material.	Cancellation of full performance of the alleged examinee in the current examination/s in which he has appeared, plus debarment from appearing in the next one examination. (1+1)
9	Examinee(s) found exchanging (giving or taking) answer books with other examinee(s).	Cancellation of performance of the examinee found guilty in the current examination/s plus debarment from appearing in the next one examination. (1+1)
10	Examinee 'X' found in possession of answer-book/ supplement of another examinee 'Y', forcibly or without his (Y's) knowledge.	Cancellation of the performance in current examination/s, plus debarment from appearing in the next one examination/s, in respect of examinee 'X' (1+1) exonerating examinee 'Y', provided he has not connived with 'X'.
11	<u>Impersonation:</u> i) Examinee who impersonates.	Following actions shall be taken: a) Cancellation of the performance in present examination/s plus debarment of the guilty examinee from appearing in the next two examinations provided he is a bona fide student of MSBTE. Further, he should be handed over to the police. (1+2) b) Matter should be communicated to the employer of the impersonating examinee, provided he is employed and not a bona fide student of MSBTE. c) In case the examinee is unemployed and is a student undergoing education with examination authority other than MSBTE, the information should be given in writing to the concerned examination authority.
	ii) Bona fide examinee who is impersonated.	Cancellation of the performance in such examinee in current full examination plus debarment from appearing in the next two examinations. Further, he should be handed over to police and FIR be lodged against the examinee by the officer-in-charge of the Examination Center. (1+2)



The punishment is as per 43rd Board Meeting held on 29th May 2017 vide item no 43.3 and implemented from Winter 2017 examination vide Annexure 'A' of Office Order No. MSBTE/D-40/SPC/2017/514, dated 8th August 2017.

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Annexure of Office Order No. MSBTE/D-40/SPC/2017/514, dated 8th August 2017.

12	Examinee found inserting previously written pages smuggled in from outside, in the answer book.	Cancellation of the full performance in current examination/s, plus debarment from appearing in the next two examinations. (1+2)
13	Examinee found with answer-book/s having two different handwritings, one of the examinee's own and the other of a different person.	Cancellation of the full performance in current examination/s, plus debarment from appearing in the next two examinations. (1+2)
14	Cases of mass copying during the examination period, reported from examination center.	Result of examinee/s involved is to be withheld for conducting an Inquiry. Punishment shall be awarded as deemed fit on scrutiny of the Inquiry Report.
15	Cases of copying /mass copying reported by the examiners from R.A.C.	Result of the involved examinees to be withheld for conducting inquiry. Punishment shall be awarded as deemed fit on scrutiny of the Inquiry Report.
16	Examinee attaching currency notes to his/her answer-book with /without a request to the examiners to assess their answer -books favorably.	Cancellation of the performance in current examination plus debarment from appearing in next one examination and forfeiture of the entire amount and depositing the same in Board's appropriate account. (1+1)
17	Examinee throwing the question paper/any other copy material to the other examinee, after writing the answer/s on it.	Cancellation of the performance in current examination plus debarment from appearing in next one examination. (1+1)
18	Examinee destroying his own answer book or supplement/s or any copy material in possession after being caught under malpractice.	Cancellation of the full performance in current examination/s plus debarment from appearing in the next two examinations. (1+2)
19	Examinee smuggling out his own answer book or supplement or blank answer book/s and/or supplement/s.	Cancellation of the full performance in current examination plus debarment from appearing in the next two examinations. (1+2)
20	Free copying or using unfair means, with or without connivance of the management by a group of two or more examinees, during an examination session.	Cancellation of the result/performance of the involved examinees with their debarment from appearing in next two examinations along with the punishment as deemed fit on scrutiny of enquiry report. Separate enquiry to be set up. (1+2)
21	Examinee attempting to send Question Paper or its contents out of Examination hall by any means.	Cancellation of the full performance in current examination plus debarment from appearing in the next three examinations. (1+3)

These punishments are passed in 43rd Board Meeting held on 29th May 2017 vide item no.43.3 and implemented from Winter 2017 examination vide Annexure 'A' of Office Order No. MSBTE/D-40/SPC/2017/514, dated 8th August 2017.



Annexure of Office Order No. MSBTE/D-40/SPC/2017/514, dated 8th August 2017.

22	Examinee possessing any weapon, explosives, similar material and/or under the influence of any narcotic drugs etc. in examination hall or bringing any of them in the examination hall or causing any kind of violence in the examination hall.	Cancellation of the result /performance in current examination/s and debarment from appearing in next five examinations. A complaint should be lodged with the police by the Officer in-charge of examination. (1+5)
23	Examinee possessing mobile phone or any electronics communication gadget or I-pod or any similar device in examination hall.	Cancellation of the full performance in current examination/s & forfeiture of the device or gadget. (1+0). Penalizing the institute as pronounced by special committee.
24	Tampering with the Certificate of marks or their copies and any other documents issued by MSBTE.	Cancellation of performance in the examination and debarment of the examinee for next five examinations and filing Police complaint by the concerned Institute/ authority against the candidate involved in such activities. (1+5)
25	Conduct of mischief or causing deliberate disturbance in examination hall. (e.g. making noise, disturbing others etc.)	Cancellation of performance in the subject during whose examination he/she caught. (Subject)
26	The examinees threatening/ intimidating the staff associated with examination.	Cancellation of the full performance in current examination plus debarment from appearing in the next two examinations. (1+2)
27	All other cases not covered above shall be dealt independently on the basis of severity of the cases reported to M.S.B.T.E., and all such cases to be placed before Special Committee and punishment be awarded as deemed fit.	

NOTE: Cancellation of the performance of current examination means cancellation of the entire performance of that examination. If the examinee has appeared in more than one examination simultaneously, as regular/ex-student and has been found guilty in one of the examination, his/her performance in all such examinations simultaneously attempted at the instance shall stand cancelled. The term granted to the alleged examinee and term-work marks, sessional/test marks etc. allotted to him/her shall remain unaffected, unless specifically cancelled by the penalty awarded.

Further, the candidate shall not be allowed to join any course of this Board during the period of punishment imposed on him/her.

A Police Complaint may be lodged against the examinee or a person who is found involved in destroying or attempting/facilitating to destroy the evidence of the malpractices or answer books and/or supplements or any relevant documents.



These punishments are passed at 43rd Board Meeting held on 29th May 2017 vide item no.43.3 and implemented from Winter 2017 onwards. Annexure 'A' of Office Order No. MSBTE/D-40/SPC/2017/514, dated 8th August 2017.

V. Folivean