

Memo for Registrar

Indira Kala Sangit Vishwavidyalaya, Khairagarh (C.G.)

Examination-20

Course/s _____

Subject/s _____

Paper/s _____

Office-in-charge/Centre Supdt.**CENTRE**

To,

The Registrar

Indira Kala Sangit Vishwavidyalaya,
Khairagarh (C.G.) 491881

Dated

State that the candidates whose Roll No. Noted below
have been absent from examination today.**Office-in-charge/Centre Supdt.**

Roll Numbers of Absentees			
S.No.	Name of the Course/ Examination	Paper	Date of Exam
<u>Roll Numbers</u>			

Numbers of Answer

Papers despatched _____

Date _____

Office-in-charge/Centre Supdt.**Memo for Registrar**

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Office-in-charge/Centre Supdt.

DIARY OF INVIGILATORS 20[illegible]

Note : The Roll Number of Examinees who are Supplied with additional Answer-Books to be noted on the Reverses.

3. Number of manuscript 1)
 Slips, Sheets, blotting paper
 etc. 2)
 3)
 4. Any other article 1)
 2)
 3)

II. Statement of the candidate to be obtained at once in his own handwriting :-

1. From where the above articles are recovered from his possession.
2. Why did you keep them with you inspite of clear instructions.
3. Have you anything else to State
 Did you make any use of them
 (Certificate not applicable should be crossed by the Centre Superintendent)
4.

(Centre Superintendent)

Dated :

(Signature of Candidate)

Date :

III. Report of Invigilator (It should be definite and unambiguous)

Dated :
 (2)
 (Signature of the Invigilator)

IV. Report of the Centre Superintendent of the Examination Centre (It should be definite and unambiguous)

Dated :
 Time :
 (Centre Superintendent)

Report of the Head Examiner : (It should be definite and Unambiguous)

1. Is the material relevant to the Subject of the paper ?
2. Did the candidate make any use of the material ?
3. If not, could candidate make any use of it ?
4. Further observations.
5. Marks gained by the candidate in answer book in which he detected using unfair means.
6. Marks gained by the candidate in the Second answer book supplied to him after detection.

Dated :
 (3)
 Examiner & Valuer in Paper.

APPENDIX - A

INDIRA KALA SANGIT VISHWAVIDYALAYA
KHAIRAGARH (C.G.)

CONFIDENTIAL

Form for Reporting Cases of, Use of or attempt to use Unfair Means at the examinations (Appendix-A)

Note : One sheet should be used for one case only. If printed forms fall short, manuscript/photocopy forms should be prepared and used.

Examination

Candidate's Roll No. Enrolment/Registration No.

Name of Candidate (With full postal address)

Name of Candidate's Father

Name of Institution (in case of regular candidate only)

Regular/Ex-Student or Non Collegiate

Name of Centre

Subject and paper in which the Candidate is reported to have used or attempted to use Unfair means.

Subject

Paper

Day

Date

Time

Paper, Particulars of books, papers etc. found in possession of the candidate should be submitted along with the answer book and this report.

(All these materials should be signed by the Centre Superintendent and the Candidate)

1. Name of Books

1)

2)

3)

2. Number of torn leaves of books

(1)