

**GUJARAT TECHNOLOGICAL UNIVERSITY, AHMEDABAD**

**U.F.M. CASE DOCKET**

1	Case No.	
2	Examination Centre/Institute Code	
3	Name of Examination	
4	Date of Examination	
5	Name of Candidate	
6	Discipline & Semester	
7	Subject Name & Subject Code	
8	<b>Statements duly signed by</b>	
	GTU Coordinator	
	Block Supervisor	
	Senior Supervisor	
	GTU Observer	
	Squad Member	
9	Statement of Student caught committing irregularity	<p><b>Attached:</b></p> <input type="checkbox"/> YES <input type="checkbox"/> NO
10	Item used for committing irregularity	
11	Answer Book	Main answersheet + supplementary__=___
12	Question Paper	

## GUJARAT TECHNOLOGICAL UNIVERSITY, AHMEDABAD

Details of student caught committing irregularities in examination.

1	Examination Centre/Institute Code			
2	Name of Examination & Discipline			
3	Name & Designation of the Centre Head			
4	Name of the person catching irregularity [Jr. Supervisor/ Sr. Supervisor/Internal Squad Member/GTU Co-ordinator/ Observer/Special Squad Member]			
5	Full Name and Residential address of the student committing irregularity			
6	Details related to examination of candidate [Attach copy of Hall Ticket & encircle the subject in which student was caught – Mandatory]			
7	Seat No.	Enrolment No.	Subject Code	Subject Name
8	Date of committing irregularity			
9	Time of catching committing irregularity			
10	Details of literature/item or any other material used in committing irregularity			
11	Punishable under which Code No.		Code No. :	

Note: Use separate form for each case and each document to be signed by Student, Supervisor & Officer-in-Charge as per requirement.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Co-ordinator

GUJARAT TECHNOLOGICAL UNIVERSITY, AHMEDABAD

**Statement of student caught in committing irregularity**

I, \_\_\_\_\_ while appearing the examination of \_\_\_\_\_ [Discipline] subject \_\_\_\_\_ of the above Course today, have been caught committing irregularity by Jr. Supervisor/ Sr. Supervisor/Internal Squad Member/GTU Co-ordinator/ Observer/Special Squad Member at \_\_\_\_\_ hrs. My written statement in this regard is as under.

Enrolment No.:	
Seat No.:	
Address:	
Mobile No./Landline:	
<b><u>Statement</u></b>	

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of the student

**Statement of person catching irregularity**

I, \_\_\_\_\_ Jr. Supervisor/  
Sr. Supervisor/Internal Squad Member/GTU Co-ordinator/Observer/Special  
Squad Member caught the above student committing irregularity in the  
examination. The said student has given the above statement in my presence.  
The following literature, item, material, including answerbook, question  
paper with seat number under his signature is annexed hereto duly signed by  
me.

<p><b><u>Statement</u></b></p>
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**Annexure :**

[1]

[2]

[3]

[4]

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of  
Jr. Supervisor/Sr. Supervisor/ Observer/  
Squad Member/GTU Co-ordinator

**Statement of GTU Co-ordinator**

I, \_\_\_\_\_  
GTU Co-ordinator would like to state that the student having Enrollment No.:\_\_\_\_\_ is committing irregularity in the examination. The said student has given the statement in my presence. The following literature, item, material, including answerbook, question paper with seat number under his signature is annexed hereto duly signed by me.

**Statement**

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Co-ordinator

**Statement of GTU Observer**

I, \_\_\_\_\_  
GTU Observer would like to state that the student having Enrollment No.: \_\_\_\_\_ is committing irregularity in the examination. The said student has given the statement in my presence. The following literature, item, material, including answerbook, question paper with seat number under his signature is annexed hereto duly signed by me.

<p><b><u>Statement</u></b></p>
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Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of GTU Observer

Name: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Institute Name: \_\_\_\_\_

Institute Code: \_\_\_\_\_

**Statement of Special Squad Member**

I, \_\_\_\_\_  
Special squad member would like to state that the student having Enrollment No.: \_\_\_\_\_ is committing irregularity in the examination. The said student has given the statement in my presence. The following literature, item, material, including answerbook, question paper with seat number under his signature is annexed hereto duly signed by me.

**Statement**

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Special Squad Member

Name: \_\_\_\_\_

Contact No.: \_\_\_\_\_

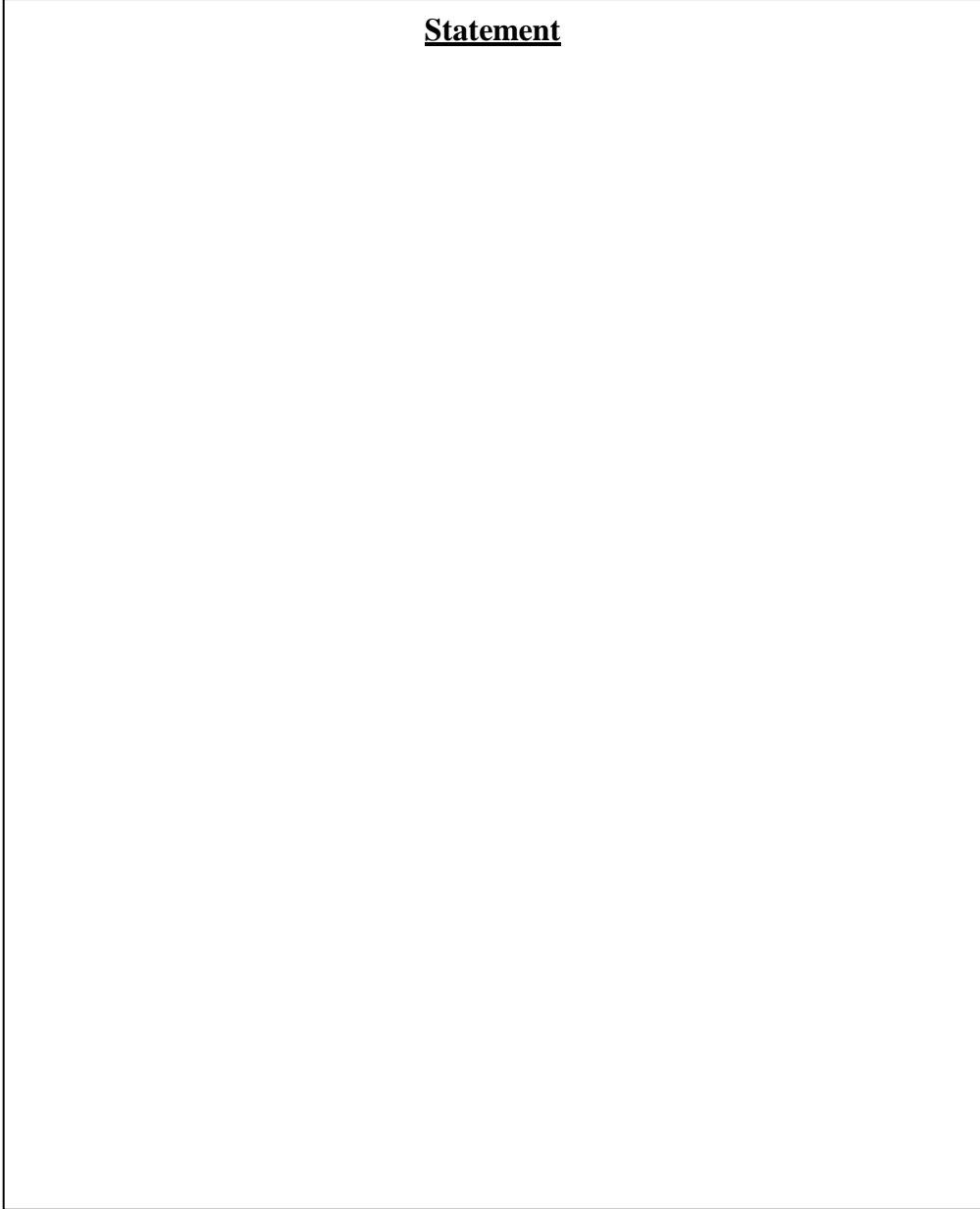
Institute Name: \_\_\_\_\_

Institute Code: \_\_\_\_\_

**Statement of GTU Junior Supervisor**

I, \_\_\_\_\_  
Junior Supervisor would like to state that the student having Enrollment No.: \_\_\_\_\_ is committing irregularity in the examination. The said student has given the statement in my presence. The following literature, item, material, including answer book, question paper with seat number under his signature is annexed hereto duly signed by me.

**Statement**



Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Junior Supervisor



**Statement of GTU Senior Supervisor**

I, \_\_\_\_\_  
Senior Supervisor would like to state that the student having Enrollment No.:\_\_\_\_\_ is committing irregularity in the examination. The said student has given the statement in my presence. The following literature, item, material, including answerbook, question paper with seat number under his signature is annexed hereto duly signed by me.

**Statement**

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Senior Supervisor

**REMARKS OF GTU CO-ORDINATOR**

1	Indicate clearly the place from where the literature, item, material is found.	
2	Whether material caught is related to the subject matter?	<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>
3	Whether copied or not? If yes, give details.(copied on which page no. in answer book)	
4	If student caught with mobile phone then provide password/pattern lock	
5	Attach the legible image if student copied from the body part	
<b>In Case Of Dummy Student</b>		
6	Whether Dummy student appeared for original student?	<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>NOT APPLICABLE</b>
7	Enrollment No. of Dummy Student  Enrollment No of Original Student	_____  _____
8	Whether FIR copy available in dummy student case? (As per circular, FIR copy necessary for dummy student case)	<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>NOT APPLICABLE</b>

The literature, item, material caught from the student, answer book, question paper are annexed hereto duly signed by me.

Jr. Supervisor: \_\_\_\_\_

Sr. Supervisor: \_\_\_\_\_

Sub. Expert : \_\_\_\_\_

\_\_\_\_\_  
GTU Coordinator

Name : \_\_\_\_\_

Centre : \_\_\_\_\_

## Essential Enclosures :

- [1] Statements duly signed by
- GTU Coordinator
  - GTU Observer
  - Block Supervisor
  - Internal/ External Squad Member
- [2] Statement of student caught committing irregularity.
- [3] Item used for committing irregularity
- Cheats - \_\_\_\_\_ no. of cheats
  - Mobile - Model no. \_\_\_\_\_
  - Calculator
  - Electronics gadget (Please Specify) - \_\_\_\_\_
  - Writing pad
  - Other (Please Specify) - \_\_\_\_\_
- [4] Answer Book No. 1 + Supplementary \_\_\_\_ = \_\_\_\_
- [5] Question Paper duly signed by the candidate
- [6] CCTV Footage of the Block from which UFM case is registered

GTU Coordinator: \_\_\_\_\_

Jr. Supervisor: \_\_\_\_\_

Sr. Supervisor: \_\_\_\_\_

Sub. Expert : \_\_\_\_\_

### **Note:**

- 1 *The whole case with statement and necessary documents should be sent to the Controller of Examinations, Gujarat Technological University, Chandkheda Campus, AHMEDABAD through observer on the day of Exam*
- 2 *The UFM Docket if found without required details (as per the Sample UFM Docket) may attract suitable disciplinary measure on all Institutes as well as the University may call the Jr. Supervisor/ Sr. Supervisor/GTU Coordinator/Subject Expert/Centre In charge/Observer/Squad member at a time of UFM hearing of student at the place of meeting and no TA or DA will be paid for the same.*