

KURUKSHETRA UNIVERSITY
(Established by the State Legislature Act XII of 1956)
(“A” Grade, NAAC Accredited)



C A L E N D A R

2014

VOLUME-II (Part-A)

ORDINANCES FOR EXAMINATIONS
(As amended upto 09.02.2014)

KURUKSHETRA
(HARYANA, INDIA)

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ORDINANCE—PRIVATE CANDIDATES

1. Private candidates shall mean candidates who have not been on the rolls of a Teaching Department of the Kurukshetra University or a College maintained or recognised by the Kurukshetra University otherwise than as a casual student, at any time during the Academic Year preceding the University Examination for which he is a candidate.

Explanation :

A 'casual student' is one whose name is not on the rolls of a University Department/College as a regular student but who, with the consent of the Chairperson/Principal, attends lectures/practicals in one or more subjects on payment of prescribed fees.

2. The following classes of persons may be permitted to appear in the under-mentioned examinations without pursuing the prescribed course of instruction in a college recognised or maintained by the Kurukshetra University or in a Teaching Department of the University, if they possess the minimum qualifications and fulfil other requirements laid down in the Ordinance for the examination concerned, provided that the condition of minimum percentage of marks in the qualifying examination, prescribed for regular students of the Colleges/Departments shall not apply to Private Candidates :-

**(A) For Bachelor of Arts (General); B.Com.; Master of Arts in Ancient Indian History, Culture and Archaeology; Philosophy; English; Sanskrit; Hindi; History; Economics; Political Science; Punjabi; Public Administration and Master of Science in Mathematics.*

Provided further that those candidates already enrolled with the Directorate of Distance Education shall not be eligible to appear as private candidates.

- (i) A member of a Scheduled Caste/Scheduled Tribe who has been a resident of Haryana for two years continuously on the date of submission of his application.
- (ii) A woman candidate belonging to the State of Haryana even if residing out-side the State of Haryana.

* Amended vide Executive Council Resolution No.8(13) of 9.8.2004.

- (iii) A person who has already passed an M.A./M.Sc./M.Com./M.P.Ed. Examination from this University and wants to appear in an examination in another subject mentioned at (A) above.
- (iv) A permanently Physically Handicapped person belonging to the State of Haryana even if residing outside the State of Haryana, to appear in the Examination as a Private Candidate on the certificate of any of the following:
- (a) Civil Surgeon of A District.
 - (b) Director/Principal or A Professor of A Medical College/Institution Recognised By The University.
- (v) Serving Military Personnel belonging to State of Haryana having not less than one year service on the last date fixed by the University for receipt of application forms for Private Candidates without late fee/ Ex-Defence Service Personnel belonging to State of Haryana even if residing outside the State of Haryana.
- (vi) A whole-time employee of the University having not less than one year service on the last date fixed by the University for receipt of application forms for Private Candidates without late fee.
- (B) *For MIL/OT and BA(General) Part-I/II/III Examinations : under Ordinance–BA Degree Through English and one Elective Subject only.*

A person belonging to the State of Haryana even if residing outside the State of Haryana.

- (C) *For B.Ed. Examination :*

A person who holds M.A. Education (Two Year) Degree of this University and has thereafter completed Practical work in Arts and Crafts and also Practical Skill in Teaching in a College of Education recognised by the University and produces a certificate to this effect from the Principal of the College. Candidates would be required to pay a lump-sum fee as prescribed to the College concerned.

Special provisions :

(1) Where in the case of a subject prescribed for B.A.(General) Examination including Honours, no arrangements for instructions exist in a recognised College or in a College maintained by the University, the Academic Council may permit a candidate to appear in that subject in the examination as a Private Candidate.

Note :- Permission to the candidates to appear in Honours subjects may be given only on transfer etc. of their parents.

(2) A person who has qualified in one part of an examination and is posted to a place outside the territorial jurisdiction of the University may be allowed to complete the remaining part(s) of the examination as a Private Candidate.

(3) A person who has been permitted to appear as a Private Candidate in an examination but has failed in the examination may be admitted to such examination within the period as laid down for the ex-students in the Ordinance for that examination or so long as he fulfils the capacity in which he can appear as a Private Candidate afresh, whichever is later. This is, however, subject to the provisions of the Ordinances, if any, regarding the maximum period for completion of a Course.

(4) The examination shall be held according to the Syllabus prescribed by the Academic Council. A candidate who fails in an examination, or, having been eligible, fails to appear in the examination, shall, unless approved otherwise by the Academic Council, take the examination as a Private Candidate, according to the Syllabus prescribed by the University for regular students appearing for that examination, provided that the Syllabus for the candidates for the compartment examination to be held in September shall be the same as was in force for the regular students in the last Annual Examination.

***ORDINANCE—BACHELOR OF ARTS (GENERAL AND HONOURS) /
BACHELOR OF SCIENCE (GENERAL AND
HONOURS) EXAMINATION (Under 10+2+3 Scheme)
(Semester System)**

*1.1 The duration of the course of instruction for award of Bachelor of Arts (B.A.)/B.A (Honours)/Bachelor of Science (B.Sc.)/B.Sc. (Honours) Degree, shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to June. The instruction shall be imparted through regular course by the recognized/maintained Colleges of the University.

*1.2 Examinations in the papers of main/ subsidiary/qualifying subjects, as the case may be, for the First, Third and Fifth Semesters shall be held in the month of December and for the Second, Fourth and Sixth Semesters in May.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which Examination-forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3.1 A candidate who has passed one of the following examinations with English as one of the subjects, shall be eligible to join First Semester of the course :

For B.A./B.Sc.(General):

- * (a) Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with at least 33% marks in aggregate for admission to B.A.(General) course and atleast 40% marks in aggregate in Science Group for admission to B.Sc.(General) course.

*Amended vide Executive Council Resolution No.3(11) of 14.2.2011, w.e.f. the session 2010-11.

OR

- (b) B.Sc./B.Sc.(Home Science) Part-I/Pre-Medical/Pre-Engineering Examination under the old scheme of Kurukshetra University.

***For B.A./B.Sc.(Hons.)**

Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana or an equivalent examination with at least 50% marks in aggregate or 50% marks in the subject offered for the Honours Course.

♦3.2 A candidate who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana, or equivalent examination of another University/Board obtaining at least 33% or 40% marks in the aggregate respectively, may be allowed to study provisionally for the B.A./B.Sc. (General) I Semester Class. Such a candidate shall be allowed to clear the compartment/reappear subject before commencement of the examination of Ist semester of the B.A./B.Sc.(General & Honours) Course of the University. If a candidate does not clear his/her compartment/reappear subject even before commencement of the Ist Semester examination, his/her provisional admission to B.A./B.Sc. (Part-I) shall be cancelled *ab initio*. However, the Vice-Chancellor may relax it, in hard & exceptional cases, on the recommendations of a committee to be constituted by the Vice-Chancellor.

*3.3 In case of the candidate who has been placed under compartment/re-appear in one subject only in the qualifying examination and seeks admission to B.A./B.Sc.(General) First Semester course under above clause, the required percentage of marks for admission shall be determined by taking into account the minimum pass marks in compartment/re-appear subject.

3.4 A candidate of another University/Board who did not pass in the subject of English or any one deficient subject in the Senior Secondary Certificate Examination (10+2 Standard) of Board of School

*Amended vide Executive Council Resolution No.3(11) of 14.2.2011, w.e.f. the session 2010-11.

♦Amended vide Executive Council Resolution No.4(13) of 8.5.2012.

Education, Haryana or in an examination recognised as equivalent thereto, may be allowed to join the B.A./B.Sc.(General) First Semester class provisionally subject to his qualifying in the subject of English or any one deficient subject of 10+2 standard examination at the :

(a) Supplementary examination of the same year;

OR

(b) Annual Examination of the following year.

Provided that his result of B.A./B.Sc. Semesters I and II Examinations shall be declared only after he has qualified in the required subject. If he does not clear the subject of English or any one deficient subject even in the second chance, his provisional admission/result of B.A./B.Sc. I and II Semester shall be cancelled *ab initio*.

4.1 A person who has passed the Semester I and II or III and IV from this University shall be eligible to join the Semester III and V respectively of the course. This is, however, subject to the provisions made under clause 8.

♦4.2 A person who has passed B.A./B.Sc.(General) Part-I/Part-II (Under 10+2+3 Scheme) Examination of this University or an examination recognised as equivalent thereto, provided that the subjects offered by him in B.A./B.Sc. (General) Part-I/Part-II were being the same as are available at this University and the candidate is otherwise eligible, shall also be eligible to join III/V Semester of the B.A./B.Sc. (General) course, as the case may be.

Provided that in genuine cases such as transfer of parents or a candidate coming from overseas or on settlement of parents after retirement within the jurisdiction of the University (guardian, if parents are not alive), a candidate of another University who has not passed the subject of Hindi or English or deficient subject (either compulsory/ Elective or additional) in B.A./B.Sc. (General) Part-I and Hindi/Sanskrit/ Panjabi/another deficient subject in B.A./B.Sc. (General) Part-II, as the case may be, the Vice-Chancellor may allow such a candidate to join and read for B.A./B.Sc. (General) III/V Semester subject to the condition that he shall be required to pass the deficient subject at the Supplementary Examination of the same year and, if he fails or fails to appear in it, then

♦ Amended vide Executive Council Resolution No.3(11) of 14.2.2011 w.e.f. the session 2010-11

at the Annual Examination of the following year. The maximum marks of the deficient subject and the marks obtained by him shall be taken into account for classification of division for B.A./B.Sc. (General) Examination.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

♥6.1 20% marks in each theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

- | | | |
|--|---|-----|
| (i) Two handwritten Assignments
(1 st Assignment after one month &
2 nd Assignment after two months) | : | 50% |
| (ii) One Class test
(one period duration) | : | 25% |
| (iii) Attendance | : | 25% |

Marks for Attendance will be given as under :

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Principal.

6.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Principal of the College concerned, shall be forwarded to the Examinations Branch at least one week before the

♥Amended vide Executive Council Resolution No.3(2) of 31.10.2013 w.e.f. the session 2013-14.

commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination

6.3 The Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

7.1 The First/Second/Third/Fourth/Fifth/Sixth Semester examinations shall be open to a regular student who :

- * (a) has passed, not less than one Semester previously, the requisite qualifying examination as laid down in Clause 3, or is covered under clause 4 or 8;

In the case of a candidate, who passed the requisite examination, under the rules relating to Re-appear/Compartment, the period of one semester shall be counted from the examination in which he/she is first placed under Re-appear/Compartment.

- (b) has remained on the rolls of the College during one Semester preceding the examination; and
- (c) has his/her Examination form submitted to the Examinations Branch through the Principal of the College concerned and produces the following certificates:
 - (i) of good character;
 - * (ii) of having attended not less than 75% of the full course of lectures delivered to his class in each of the qualifying, subsidiary and main subjects and practical offered in each Semester (the course to be counted up to the day before the commencement of the examination) and 75% of the periods assigned to Practical Work in each subject having practical(s) (in the case of Geography the candidate shall have attended not less than 75% of the periods arranged for Map Work and Practical); the minimum number

*Amended vide Executive Council Resolution No.3(11) of 14.2.2011, w.e.f. the session 2010-11.

of practicals required to be arranged by each College, shall not be less than 40 in each subject.

Provided that a candidate who has not attended the requisite percentage of lectures shall not be eligible to take the Semester Examination in the concerned paper unless he/she repeats the course in that paper(s) and obtains requisite attendance.

7.2 Subject to the minimum number of Practical periods required under Clause 7.1, a deficiency in the prescribed course (Lectures and Practicals) may be condoned by the Principal of the College concerned as under:

- (a) Lectures : Up to 15% of delivered in each paper.
- (b) Practical : Up to 5% of total in each paper.

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that, a student who participates in the Inter-University Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

♦8.1 If a candidate has, after attending the course of studies in the college and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the college. Such a candidate may in the meantime, pursue his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Principal of the College concerned. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s)/ practical(s) in which he/she has obtained pass marks.

♦Amended vide Executive Council Resolution No.6(20) of 28.3.2012 with immediate effect.

Provided that after completion of their regular studies for the whole duration of the course upto 6th semester, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time.

8.2 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth semesters) within six years of his admission to the course, shall be required to repeat the course *de novo*.

*9. After passing Semester I and II of B.A./B.Sc. (General) examination no student shall be allowed to change his Faculty from B.A.(General) to B.Sc.(General) or vice versa or to change his/her subjects.

10. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/practical(s)/ Semester(s) for the purpose of passing/improvement of division/result, shall pay fee as for the whole examination.

♦ 11.1 The medium of instruction and examination shall be as under:

(A) For B.A. (General and Hons.)

- (i) The medium of instruction shall be Hindi/English.
- (ii) The question paper shall be set in both English and Hindi, except in the case of –
 - (a) English, in which the questions shall be set in English.
 - (b) Sanskrit, in which the questions shall be set in Devnagri
 - (c) Other languages, in which the questions shall be set in the language concerned.

* Amended vide Executive Council Resolution No.3(11) of 14.2.2011, w.e.f. the session 2010-11.

♦ Amended vide Executive Council Resolution No.3(11) of 14.2.2011, w.e.f. the session 2010-11.

(iii) The candidates shall write their answers :

- (a) in English, in case of English;
- (b) in the language concerned, in the case of Modern Indian and Oriental languages except in Sanskrit papers in which the answer may be written in Hindi;
- (c) English, Hindi, Panjabi in the case of other subjects.

(B) For B.Sc.(General and Hons.)

(i) The medium of instruction shall be :

- (a) English in case of Physics, Chemistry, Mathematics, Botany; Zoology and other science subjects;
- (b) English/Hindi in case of other subjects;

(ii) The question paper shall be set in English and the candidates shall write their answers in English, except in the case of other languages in which the questions shall be set in the language concerned and the answer may be written in the language concerned.

^12.1 The minimum number of marks required to pass the examination in each Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Project Report/Training Report or Viva-Voce examination;
- (iii) 40% in the aggregate of Sessionals and examination for each theory/practical subject.

12.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

^Amended vide Executive Council Resolution No.3(2) of 31.10.2013 w.e.f. the session 2013-14

13. A regular candidate of a recognised College may offer a subject of B.A./B.Sc.(General) and subsidiary/qualifying subjects of B.A./B.Sc. (Honours) course, in which the College is not recognised, by attending the prescribed course of instruction in that subject in another college recognised for it; the Principal of the latter college shall certify that the student has completed the prescribed number of lectures, etc. The Principal of the College in which the student is enrolled shall report the student's name to the Controller of Examinations of the University for confirmation.

14. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates. The Detailed-Marks-Cards will be issued by the Results Branch.

15. The successful candidates of Sixth Semester Examination shall be classified into division on the basis of the aggregate marks obtained by them in the First, Second, Third, Fourth, Fifth and Sixth Semester examinations taken together and the division obtained by them will be stated in their Degree, as under :

- (a) Candidates who pass all the six Semester examinations at the first attempt and within minimum duration of the course i.e. three years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'.
- (b) 60% or more marks ...First Division.
- (c) 50% or more but less than ...Second Division.
60% marks
- (d) Below 50% marks Third Division.

Provided that in the case of candidates who join Semester III/V class after passing Part-I (Semester I and II)/Part-II (Semester I to IV) examination from another University, the marks obtained in Part-I (Semester I and II)/Part-II (Semester I to IV), as the case may be, shall be counted towards his/her division by increasing or decreasing proportionately the marks obtained at other University in proportion to the maximum marks prescribed by this University for that Semester(s)/Part(s).

♦16. A candidate who has passed B.A./B.Sc. (General & Honours) Examination of this University and is desirous of improving his/her performance/result/division, will be allowed within the next four Semester examinations of passing the Sixth Semester examination to appear as an ex-student in one or more theory paper(s) of any one or two Parts, out of Part-I (Semester I & II), Part-II (Semester III & IV) and Part-III (Semester V & VI) separately in four consecutive Semester examinations and shall pay examination fee as for the whole Semester examination in which he/she opts to appear. The result of such a candidate shall be declared only if he/she improves his/her result in the aggregate of the whole six Semester examinations, by taking into account the marks obtained by him/her in the paper(s)/Semester(s) in which he/she re-appears and the marks obtained by him/her earlier in the remaining paper(s)/Semester(s) etc. In case, where there are more than one papers in any subject and the candidate appears in one or two papers of that subject, the benefit of increased marks in those papers will also be allowed for improvement of performance/result/division. The fact that the candidate has improved the result shall be mentioned in the Detailed-Marks-Card.

Such candidates shall take the examination according to the syllabus in force for the regular students for that Semester examination.

*17.1 A candidate who has passed the B.A./B.A.(Hons.)/B.Sc.(General)/B.Com./BCA/BIM/BTM/BBA/BHM&CT Examination from this University or the M.A./M.Sc./M.Com. Examination from this University or from any other recognized University in India, may appear in any one or more additional subject prescribed for the B.A./B.Sc. examination subsequently except the subjects in which he/she has already passed the examination..

17.2 In the case of subject(s) having practicals, the candidate shall study in recognised college for both Part-II (Semester III & IV) and Part-III (Semester V & VI) classes for at least one Semester preceding the examination and produces a certificate from the Principal of the College, that he/she has completed the prescribed practicals.

♦Amended vide Executive Council Resolution No.3(11) of 14.2.2011, w.e.f. the session 2010-11.

*Amended vide Executive Council Resolution No. 5(13) of 22.05.2013.

17.3 A candidate appearing under this clause shall take examination in Semester III to VI separately in four consecutive Semester examinations.

17.4 Such a candidate shall submit separate examination form and fee as prescribed by the University from time to time.

17.5 The minimum number of marks required to pass shall be as prescribed in clause 12.

17.6 If a candidate fails to qualify in the examination, he/she will be allowed the succeeding two consecutive chances.

18. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of the B.A./B.Sc. (General and Honours) Course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

***Transitory provisions :**

- (1) Candidates admitted to the B.Sc.(General & Honours) Part-I/II/III course under Annual System in the academic session 2008-09 or earlier shall be governed by the old rules.
- (2) Candidates admitted to the B.A. (General & Honours) Part-I/II/III course under Annual System in the academic session 2009-10 or earlier shall be governed by the old rules.

*Amended vide Executive Council Resolution No.3(11) of 14.2.2011, w.e.f. the session 2010-11.

**ORDINANCE—BACHELOR OF ARTS (GENERAL AND HONOURS)
AND BACHELOR OF SCIENCE (GENERAL AND
HONOURS) EXAMINATION (*Under 10+2+3 Scheme*)
(*Annual System*)**

1.1 The duration of the course of instruction of the examination for the Degree of Bachelor of Arts (B.A.) and Bachelor of Science (B.Sc.) shall be three years and the examination shall be held in three Parts, Part-I at the end of the course of First year, Part-II at the end of the course of Second year and Part-III (Final) at the end of the course of Third year.

1.2 The examination in Parts-I, II and III, shall ordinarily be held once a year in April on the dates fixed by the Vice-Chancellor.

For candidates placed in compartment a Supplementary Examination shall be held ordinarily in the month of September of the same year on dates fixed by the Vice-Chancellor.

2. The Schedule of dates fixed in accordance with Clause 1.2 shall be notified by the Controller of Examinations to all the recognised colleges.

3. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

4.1 A person shall be eligible to join the First Year (Part-I) class of the B.A.(General) and B.Sc. (General) Course, if he has passed one of the following examinations with English as one of the subjects and has also obtained in the aggregate at least 33% marks for admission to B.A. (General) Course and at least 40% marks for admission to B.Sc.(General) Course.

- (a) Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana;

Provided that a student who has passed Senior Secondary Examination (10+2 Standard) of the Board of School

Education, Haryana, in full subjects in the Supplementary Examination held in September/October of the same year shall be eligible to join Part-I class of B.A.(General) in the Directorate of Distance Education. (This is in relaxation of Clause 8(a) below ;

Provided further that a candidate who has passed Bachelor's Preparatory Programme, conducted by the Directorate of Distance Education of the Kurukshetra University, opting Preparatory Course in Social Sciences and any one out of the remaining two courses i.e., General Mathematics and Commerce, shall be eligible to join Part-I class of B.A. (General) in the Directorate of Distance Education only.

OR

- (b) B.A./B.Sc./B.Com./B.Sc.(Home Science) Part-I/Pre-Medical/Pre-Engineering Examination under the old scheme of Kurukshetra University;

OR

- (c) Any other Examination recognised by the Academic Council as equivalent to (a) or (b) above, with English as one of the subjects and with the prescribed percentage of marks. Provided that the candidates seeking admission to B.Sc. Part-I should have passed the above examination in Science group.

4.2 A person who has been placed under compartment/re-appear in one subject only in the qualifying examination and seeks admission to Part-I of B.A.(General)/B.Sc.(General) under Clause 7 below, the required percentage of marks for admission shall be determined by taking into account the minimum pass marks in compartment/re-appear subject.

*4.3 A candidate of another University/Board who did not pass in the subject of English or any one deficient subject in the Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana or in an examination recognised as equivalent thereto, may be allowed to join the B.A./B.Sc.(General) Part-I class

*Amended vide Executive Council Resolution No.3(10) of 27.6.2003, w.e.f. the Session 2002-03.

provisionally subject to his qualifying in the subject of English or any one deficient subject of 10+2 standard examination at the :

- (a) Supplementary examination of the same year;

OR

- (b) Annual Examination of the following year.

Provided that his result of B.A./B.Sc. Part-I(General) Examination shall be declared only after he has qualified in the required subject. If he does not clear the subject of English or any one deficient subject even in the Second chance, his provisional admission/result of B.A./B.Sc. (General) Part-I shall be cancelled *ab initio*.

5. A person who has passed one of the following examinations with English as one of the subjects, shall be eligible to join the Second Year (Part-II) Class of the B.A./B.Sc.(General) Course :

- (a) B.A./B.Sc.Part-II of Kurukshetra University or Maharshi Dayanand University, Rohtak under old scheme i.e., 10+1+3 Scheme of Examination;

OR

- (b) B.A./B.Sc.(General) Part-I Examination of the Kurukshetra University or an examination recognised as equivalent thereto, provided that the candidate seeking admission in B.A./B.Sc.(General) Part-II, if otherwise eligible, and the subjects offered by him in B.A./B.Sc.(General) Part-I being the same as are available at Kurukshetra University;

Provided that in genuine cases such as transfer of parents or a candidate coming from overseas or on settlement of parents after retirement within the jurisdiction of the University (guardian, if parents are not alive), a candidate of another University who has not passed the subject of Hindi or English or deficient subject (either compulsory or elective or additional) in B.A./B.Sc.(General) Part-I respectively, as the case may be, the Vice-Chancellor may allow such a candidate to join and read for B.A. /B.Sc. (General) Part-II class subject to the condition that he shall be required to pass that subject of B.A./B.Sc. (General) Part-I at the Supplementary Examination of the same year and, if he fails or fails to appear in it, then at the Annual Examination of the following year. The maximum marks of the deficient subject and the marks obtained by him

shall be taken into account for classification of division for B.A./B.Sc.(General) Examination;

Provided further that such a candidate shall pay the same examination admission fee as has been provided for appearing in an additional subject.

6. A person who has passed one of the following examinations shall be eligible to join the Third Year (Part-III) Class of the B.A./B.Sc.(General) Course :

(a) B.A./B.Sc.(General) Part-II, LL.B. Part-II(5-Year) Examination of the Kurukshetra University;

OR

(b) B.A./B.Sc. (General) Part-II (Under 10+2+3 Scheme) Examination of another University, the B.A./B.Sc.(General) Final Examination of which is recognised as equivalent to B.A./B.Sc.(General) of this University provided that the subjects offered by him/her in B.A./B.Sc.(General) Part-I and Part-II were the same as are available at Kurukshetra University and the candidate is otherwise eligible.

Provided that in genuine cases such as transfer of parents or a candidate coming from overseas or on settlement of parents after retirement within the jurisdiction of the University (guardian, if parents are not alive), a candidate of another University who has not passed the subject of Hindi or English or deficient subject (either compulsory/Elective or additional) in B.A./B.Sc.(General) Part-I and Hindi/ Sanskrit/ Panjabi/another deficient subject in B.A./B.Sc. (General) Part-II, as the case may be, the Vice-Chancellor may allow such a candidate to join and read for B.A./B.Sc.(General) Part-III Class subject to the condition that he shall be required to pass the deficient subject at the Supplementary Examination of the same year and, if he fails or fails to appear in it, then at the Annual Examination of the following year. The maximum marks of the deficient subject and the marks obtained by him shall be taken into account for classification of division for B.A./B.Sc. (General) Examination.

Provided further that such a candidate shall pay the same examination admission fee for B.A./B.Sc. (General) Part-I and

Part-II separately as has been provided for appearing in an additional subject.

7.1 A candidate who is placed under compartment in one subject only in the lower examination of this University, may be allowed to read for the next higher class and to clear the compartment subject in two consecutive chances but if he fails to pass or fails to appear for the compartment subject at the second chance, his result for the higher examination shall, unless he has passed in that examination, be cancelled and he shall not be allowed to appear for the same till he has passed in the lower examination. If he has passed in the higher examination his result for the same shall be declared provisionally subject to his passing the lower examination in the number of chances normally allowed under Clause 11.4 as an ex-student, but while he takes these chances he shall not be allowed to study for any higher course.

*7.2 A candidate who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana, or equivalent examination of another University/Board obtaining at least 33% or 40% marks in the aggregate respectively, may be allowed to read provisionally for the B.A./B.Sc. (General) Part-I Class. Such a candidate shall be allowed to clear the compartment/re-appear subject in two consecutive chances from the concerned University/Board. If such candidates fail to clear/qualify in the compartment/re-appear subject at the supplementary examination, he shall be permitted to continue his studies for B.A./B.Sc. (General) Part-I Class and to appear again in the compartment/re-appear subject alongwith his B.A./B.Sc. (General) Part-I Examination at the Annual Examination. If he does not clear his compartment /re-appear subject even in the second chance his provisional admission/result of B.A./B.Sc. (General) Part-I shall be cancelled *ab initio*.

Similar concession will be granted to a student joining B.A./B.Sc. (General) Part-II Class.

Similar concession will also be granted to a student joining B.A./B.Sc. (General) Part-III Class after having been placed under compartment/re-appear in one subject only in B.A./B.Sc. Part-II

*Amended vide Executive Council Resolution No.4 (13) of 8.5.2012.

Examination under 10+2+3 scheme of the Universities mentioned in Clause 6 (b) and also subject to the conditions laid down therein.

8. The examination in Part-I/II/III shall be open to a student who :

- (a) has passed, not less than one academic year previously, the requisite examination as laid down in Clauses 4, 5 and 6 or covered under Clause 7 above.

In the case of a candidate who passed the requisite examination, under the rules relating to compartment, the period of one academic year shall be counted from the examination in which he is first placed under compartment.

- (b) has his name submitted to the Controller of Examinations by the Principal of the College he has most recently attended and produces the following certificates signed by the Principal of that College of having :

- (i) good character;
- (ii) remained on the rolls of recognised college for the academic year preceding the examination;
- (iii) satisfactorily performed the work of his class;
- (iv) attended not less than 75% of the full course of lectures delivered to his class in each of the subjects offered (the course to be counted up to the day before the commencement of the examination); and 75% of the periods assigned to Practical Work in each subject having practical(s) (in the case of Geography the candidate shall have attended not less than 75% of the periods arranged for Map Work and Practical); the minimum number of practicals required to be arranged by each College, shall not be less than 40 in each subject.
- * (v) obtained at least 15% marks in each subject and 20% marks in the aggregate of all the subjects to be calculated on the combined results of –

1. two Class-Tests held in September to November; and

*Amended vide Executive Council Resolution No.2(2) of 30.9.2003, w.e.f. the Session 2003-04.

2. the House Examination held latest by December/ January preceding the Annual Examination.

***Explanation :**

The total score of the class-tests and House Examination will be 100 as detailed below: -

	<u>Test/Exam</u>	<u>No.</u>	<u>Duration</u>	<u>Marks</u>	<u>Total</u>
(i)	Class Tests	2	45 minutes (each)	10 (each)	20
(ii)	House Exam.	1	3 Hours	80	<u>80</u> <u>100</u>

For example, one student gets 10 marks in two class-tests and 70 marks in the House Examination, his score will be 80 and he will get weightage of 4 marks $\frac{(80 \times 5)}{100}$.

*9. There shall be 10 marks or 10% marks for Internal Evaluation based upon attendance and Class-Tests/House Examination in each theory paper, as under : -

- (a) Attendance = 5% or 5
 (b) Class Tests/House Examination = 5% or 5

The weightage of 5% marks for attendance will be given only to those students who have attended more than the minimum requirement of 75% Lectures in each theory paper. For example, one student has 76% attendance in each paper, he will be awarded $\frac{(76 \times 5)}{100}$ 3.8 say 4 marks.

The weightage of remaining 5% will be based on the marks obtained by the students in two Class-Tests/House Examinations as detailed above. Fraction of marks below half (0.5) shall be ignored and fraction of half (0.5) and above will be counted to the next whole.

The marks obtained by the candidates of Directorate of Distance Education out of 90 in annual examination will, however, be increased proportionately as having been obtained out of 100.

*Amended vide Executive Council Resolution No.18(13) of 30.12.2003, w.e.f. the Session 2004-05.

10. The B.A. Examination shall also be open to a person permitted under the Ordinance relating to Private Candidates provided he satisfies the requirements of Clauses 4, 5, 6 & 7 above.

11.1 A student who is unable to appear in the Annual Examination due to shortage in attendance and has complied with the requirement under Clause 8 (b) (v) above, may be exempted from this requirement when taking the examination in the following year as an ex-student in terms of Clause 11.3 below.

11.2 A student who has completed the required percentage of lectures but has failed to comply with the requirements under Clause 8 (b) (v) may be allowed, on the recommendation of the Principal of the College concerned, to appear as an ex-student in the following year.

11.3 A student who is unable to appear in an examination owing to shortage of lectures/practicals in the subject(s) and has also not complied with the requirement under Clause 8 (b) (v) above, may be allowed to appear in that examination, in the following year, if he makes up the deficiency in lectures/practicals in accordance with the Ordinance relating to 'Condoning Deficiency in Lectures etc.'

11.4 A student who has completed the prescribed course of instruction in a recognised college for Part-I/II/III (General) Examination, but does not appear in it or having appeared fails, may be allowed, on the recommendation of the Principal of the College concerned, three consecutive chances to appear in the examination as an ex-student, without attending a fresh course of instruction.

12.1 A student who fails in Part-I examination of B.Sc. (General) Course shall not be eligible to appear in Part-I of the B.A. Examination as an ex-student.

12.2 A candidate who re-appears in B.A. Part-I Examination as an ex-student (in full subjects) may change one of his subjects.

12.3 After passing B.A./B.Sc.(General) Part-I Examination no student shall be allowed to change his Faculty from B.A.(General) to B.Sc.(General) or vice-versa or to change his subjects.

13. Members of the Regular Armed Forces or Haryana Armed Police are permitted to offer the subject of Military Science as Private Candidates without attending the required number of Parades in recognised College.

14. Subject to the minimum number of practical periods required under Clause 8, a deficiency in the prescribed course (lectures and practicals) may be condoned by the Principal of the College concerned as under :-

- | | |
|---------------|--|
| (a) Lectures | Up to 15% of the lectures delivered in each subject. |
| (b) Practical | Up to 5% in each subject. |

15. Candidates shall submit their examination admission applications on the prescribed form with the required certificates duly attested/countersigned as under :-

- | | |
|-------------------------------------|--|
| (i) Students of recognised colleges | By the Principal of the College, the student has most recently attended. |
| (ii) Ex-students | By the Principal of the College last attended. |

(The Controller of Examinations may authorise the Principal of a College with more than 400 students to delegate to a Senior Member of the teaching staff, the authority to certify admission forms of the candidates.)

- | | |
|---|--|
| (iii) Students of unrecognized College for women permitted to send up their students as Private candidates. | By the Principal of the College concerned. |
| (iv) Candidates appearing in the capacity of employees. | By Head of the Department/ Institution concerned. |
| (v) Military Personnels | By Commanding Officers of the Unit concerned. |
| (vi) Prisoners | By Superintendent of the Jail concerned. |
| (vii) Women and all other categories | By Head of the Recognised Senior Secondary School/College/ University Teaching Department in |

the State of Haryana; or by such persons as may be authorised by the Academic Council for the purpose.

16. The amount of Examination Fee shall be paid by a Regular/Private candidate for each part as per rate prescribed by the Controller of Examinations from time to time.

17. The medium of instruction for B.A./B.Sc.(General) Course shall be Hindi.

The medium of examination shall be as under :-

- I.** (a) The question-paper shall be set both in English and Hindi, except in the case of :
- (i) Sanskrit, in which the questions shall be set in Hindi;
 - (ii) Other languages, in which the questions shall be set in the language concerned;
 - (iii) In Science and Mathematics subjects question papers will be set in English only.
- (b) The candidates shall write their answers :
- (i) in English, in the case of English;
 - (ii) in the language concerned, in the case of Modern Indian and Oriental languages except in Sanskrit paper in which the answer may be written in Hindi;
 - (iii) English, Hindi, Panjabi in the case of other subjects.
- II.** For B.A.(Honours) Course :
- (a) The question-paper shall be set both in English and Hindi, except in the case of :-
- (i) Sanskrit, in which the questions shall be set in Hindi;
 - (ii) Other languages in which the questions shall be set in the language concerned.

(iii) English, Mathematics and Geography in which the questions shall be set in English.

(b) The candidates shall write their answers :-

(i) in English, in the case of English, Mathematics and Geography;

(ii) in the language concerned, in the case of Modern Indian and Oriental Languages except in Sanskrit Paper in which the answer may be written in Hindi;

(iii) English or Hindi in the case of other subjects.

III. B.Sc. (Honours) Course :

The question-paper shall be set in English and the candidates shall write their answers in English.

18. Every candidate shall be examined according to the Scheme of Examinations and Syllabi as approved by the Academic Council from time to time. A candidate who fails in an examination or having been eligible fails to appear in an examination, shall unless approved otherwise, by the Academic Council, take the examination as an ex-student or as a Private Candidate according to the syllabus prescribed by the University for Regular students appearing for that examination provided that the syllabi for the candidates for the Compartment/ Supplementary Examination to be held in September, or any other month of the Academic Year as approved by the Vice-Chancellor shall be the same as was in force for the regular students in the last Annual Examination.

19. A regular candidate of a recognised College may offer a subject, including honours, in which the College is not recognised, by attending the prescribed course of instruction in that subject in another college recognised for it; the Principal of the latter college shall certify that the student has completed the prescribed number of lectures, etc. The Principal of the College in which the student is enrolled shall report the student's name to the Controller of Examinations of the University for confirmation.

♦20.1 The minimum number of marks required to pass the examination in each Part/Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed;
- (iii) 40% in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject.

♦20.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

21. A candidate who has failed in one subject only (or where the subject includes theory as well as practical parts, failed in theory or practical or both parts of the subject), may be admitted to the Supplementary Examination held in the same year and/or at the next Annual Examination in theory or practical or both parts of that subject, as the case may be, and if he passes the same, he be deemed to have passed the examination. If he fails to pass or fails to appear in both these examinations, he shall have to appear in all the subjects *de novo*.

Provided that the Academic Council may extend this period in the case of a member of the Regular Armed Forces, who is unable, owing to defence exigencies, to avail himself of a chance within this time.

22. A candidate who appears in the Supplementary Examination under Clause 21 above shall –

1. be required to pay admission fee as for the whole Examination; and
2. not to be eligible for Scholarship, a Prize or a Medal.

23. A candidate placed in compartment in Part-I or Part-II under Clause 21 shall be eligible to join the next higher class provisionally. If he/she fails to qualify the compartment subject at the Supplementary

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

Examination he/she shall be permitted to appear again in that subject alongwith the Part-II or Part-III examination, as the case may be, at the next annual examination. If he/she fails to pass or fails to appear for the compartment subject examination in the second chance also, his/her result for the higher examination shall, unless he/she has passed in that examination, be cancelled and he/she shall not be allowed to appear for the same till he/she has passed in the lower examination within the prescribed period. If he/she has passed in the higher examination his/her result shall be declared provisionally subject to his/her passing the lower examination within the permissible chances under Clause 11.4 as an ex-student.

24. The successful candidates shall be classified as under on the total aggregate number of marks obtained in the Part-I, Part-II and Part-III Examinations taken together :-

- (a) Those who secure 60% or more of the total marks ... First Division.
- (b) Those who secure 50% or more but below 60% of the total marks ... Second Division.
- (c) Those who secure below 50% of the total marks ... Third Division.

Provided that in the case of candidates who join Part -II/III class after passing Part-I/II Examination from another University, the marks obtained in Part-I/II shall be counted towards his division by increasing or decreasing proportionately the marks secured at other University in proportion to the maximum marks prescribed by this University for that Part(s).

*25. A candidate who has passed B.A./B.Sc. (General & Honours) Examination from this University and is desirous of improving his performance/result/ division, will be allowed within the next two Annual Examinations of passing the examination to appear as an ex-student in one or more theory paper(s) of any one or two Parts, out of Part-I, II & III separately in two consecutive Annual Examinations and shall pay examination fee as for the whole examination in which he opts to appear. The result of such a candidate shall be declared only if he improves his result in the aggregate of the whole examination, by taking into account the marks obtained by him in the paper(s)/Part(s) in which he re-appears

*Amended vide Executive Council Resolution No.15(10) of 31.12.2005

and the marks obtained by him earlier in the remaining paper(s)/Part(s) etc. In case, where there are more than one paper in any subject and the candidate appears in one or two papers of that subject, the benefit of increased marks in those papers will also be allowed for improvement of performance/result/division. The fact that the candidate has improved the result shall be mentioned in the Detailed-Marks-Card.

Such candidates shall take the examination according to the syllabus in force for the regular students for that Annual Examination.

26. Six weeks after the termination of the examination or as soon thereafter as is possible, the Controller of Examinations shall declare the result. Each successful candidate at Part-III (Final) examination shall receive in addition to the Degree, a Detailed-Marks-Card.

♦27.1 A candidate who has passed the B.A./ B.A.(Hons.)/ B.Sc.(General)/B.Com./BCA/BIM/BTM/BBA/BHM&CT Examination from this University or the M.A./M.Sc./M.Com. Examination from this University or from any other recognized University in India, may appear in any one or more additional subject prescribed for the B.A./B.Sc. examination subsequently except the subjects in which he/she has already passed the examination.

27.2 In the case of subject(s) having practicals, the candidate shall study in recognised college for both Part-II and Part-III Classes for at least one academic year preceding the examination and produces a certificate from the Principal of the College, that he has completed the prescribed practicals.

27.3 A candidate appearing under this clause shall take examination in Part-II and Part-III separately in two consecutive Annual Examinations.

27.4 Such a candidate shall submit separate admission form and fee as prescribed by the Controller of Examinations from time to time per subject per examination.

27.5 The minimum number of marks required to pass shall be as prescribed in Clause 20.

♦ Amended vide Executive Council Resolution No. 5(13) of 22.5.2013

27.6 If a candidate fails to qualify in the examination, he will be allowed the succeeding two consecutive chances.

28. A person who has already passed the Bachelor of Arts (General) Examination of this University may appear in the Bachelor of Science (General) Examination of this University and vice-versa, provided he is otherwise eligible.

B.A. (Honours) Course

29.1 A student who has been admitted to B.A.(General) Part-II Class with any of the following subjects may in addition offer Honours in that subject :-

English, History, Economics, Philosophy, Psychology, Political Science, Mathematics, Geography, Sanskrit, Hindi, Panjabi, Urdu, Sociology, Public Administration and Music.

Provided that a student who did not offer Hindi/Panjabi/Sanskrit/Urdu as an Elective or Compulsory subject in B.A. shall not be allowed to offer Honours in that subject.

Provided further that a student offering Honours must have secured at least 50% marks in Part-I Examination.

29.2 The Honours Examination in all subjects other than Music shall consist of four papers of 75 marks each, of which two shall be taken with Part-II Examination and the remaining two with Part-III Examination. The Honours Examination in Music shall consist of two Theory Papers of 60 marks each and two Practicals of 90 marks each, of which one Theory Paper and one Practical shall be taken with Part-II Examination and the remaining with Part-III Examination.

29.3 An additional fee as prescribed from time to time by the Controller of Examinations shall be paid by a candidate for appearing in the Honours Papers at each of Part-II and Part-III Examinations.

29.4 The minimum pass marks shall be 45% in the General Papers as well as Honours Papers of the subject concerned on the combined results of Part-II and Part-III Examinations. The marks obtained by a candidate in Part-II shall be communicated to the Principal of the College concerned.

30. A candidate offering Honours in B.A. Examination shall submit his application to Controller of Examinations alongwith the prescribed fee and the following certificate's signed by the Principal of the recognised college last attended by him :-

- (i) of having attended in a recognised Institution in the Honours subject, not less than 75 per cent of the full course of lectures delivered to the Honours Class in accordance with the programme of work in the subject, as approved by the Academic Council; and
- (ii) of having attended not less than 75 per cent of the periods for Practical work (including Map Work in the case of Geography).

31. A person who has already passed the B.A. (General) Examination under this Ordinance, but has failed to qualify or having been eligible failed to appear for the B.A. (Honours) Examination, may be permitted to appear in all the Honours Papers either simultaneously in the same year as an ex-student or with Part-II and Part-III Examination held in two consecutive years. Such a candidate shall not be awarded a separate degree of B.A. (Honours) but a certificate showing the marks obtained will be issued.

B.Sc. (Honours) Course

32.1 A student for the B.Sc. Examination who has passed the Senior Secondary Certificate (10+2 Standard) Examination (Science Group) in First or Second Division may in addition offer Honours in one of the subjects taken up by him provided that Honours shall not be offered in Physiology, Human Anatomy and Bio-Chemistry.

Exception :-

A candidate who has obtained 45% marks in Biology at the Senior Secondary Certificate (10+2 Standard) Examination shall also be eligible to join B.Sc. Honours Course in Botany or Zoology, as the case may be.

Provided that :

1. a student who takes up Mathematics (General) shall be eligible for Honours Course in Mathematics only if he

secured at least 50% marks in Mathematics in Part-I Examination.

2. a student offering –
 - (a) Honours in Physics shall take up Mathematics as one of his subjects;
 - (b) Honours in Chemistry shall take up Physics and Mathematics as Elective subjects.
3. Honours in Microbiology shall be permitted without being required to offer the other two subjects of the B.Sc.(General) Course, to a student who has passed –
 - (i) the B.Sc. Examination with the subjects as laid down in the Scheme of Examination ; or
 - (ii) the B.Sc.(Agriculture) Examination; or
 - (iii) the B.Sc. Examination with any other combination but has been engaged in Microbiology work in a recognised institution for a minimum period of three years after studying Microbiology in a recognised institution for the period mentioned below :-
 - (a) For two academic years in the case of Part-III Examination and for one academic year in the case of Part-II Examination, if such a person is employed in a recognised institution and is attending the course part-time.
 - (b) for one academic year if the person is not working in any institution and is attending the course whole-time. Provided that such a person shall appear for Second and Third Year Examinations simultaneously at the end of study for one academic year.

32.2 An additional fee as prescribed by the Controller of Examinations from time to time shall be paid by a candidate offering Honours at each of Part-II and Part-III Examinations. Provided that the admission fee for a candidate offering Honours in Microbiology under 3(i) and (ii) of Clause 32.1 above shall be as prescribed from time to time by the University for each part.

32.3 The minimum pass marks shall be 45% in the General Papers as well as Honours Papers of the subject concerned on the combined results of Part-II and Part-III Examinations. The marks obtained by a candidate in Part-II shall be communicated to the Principal of the college concerned.

33. A person who has already passed the B.Sc. (General) Examination under this Ordinance, but has failed to qualify or having been eligible failed to appear for the B.Sc. (Honours) Examination, may be permitted to appear in all the Honours Papers either simultaneously in the same year or with Part-II and Part-III Examination held in two consecutive years as an ex-student. Such a candidate shall not be awarded a separate degree of B.Sc. (Honours) but a certificate showing the marks obtained will be issued.

34. A candidate who has taken Honours in a subject for the B.A./B.Sc. (General) Examination and is to re-appear in a subject (except the subject in which he has taken Honours) under the clause relating to compartment either in the (General) Course of Part-II or Part-III Examination shall be allowed to take the Examination in Honours Papers, but his result of the Honours Examinations shall be declared only when he clears the Examination within the period as specified under Clause relating to compartment.

35. A candidate who has completed the prescribed course of instruction for B.A./B.Sc. General as well as the Honours Course, either for Part-II or Part-III, but has not appeared in or has not completed the examination may be allowed to appear in the Annual Examination of the following year, as an ex-student in the Honours Examination, alongwith the General Course Examination of Part-II or Part-III, as the case may be.

36. Notwithstanding the integrated nature of the B.A./B.Sc. (General and Honours) Course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

***ORDINANCE—BACHELOR OF ARTS (GENERAL) FOR FOREIGN STUDENTS EXAMINATION (*Annual System*)**

1.1 The duration of the course of instruction of the examination for the Degree of Bachelor of Arts (B.A.) (General) for Foreign Students shall be three years and the examination shall be held in three Parts, Part-I at the end of the course of First year, Part-II at the end of the course of Second year and Part-III (Final) at the end of the course of Third year. The course shall be conducted through Arya Sabha, Mauritius, as per MOU.

1.2 The examinations in Parts-I, II and III, shall ordinarily be held once a year in April on the dates to be notified by the Controller of Examinations.

For candidates placed in compartment a Supplementary Examination shall be held ordinarily in the month of September/October of the same year on the dates to be notified by the Controller of Examinations.

1.3 Mauritius Examination Syndicate will arrange to conduct examinations of the course run by the Arya Sabha Mauritius on behalf of Kurukshetra University in consonance with Kurukshetra University Rules and the expenditure incurred in conduct of examination shall be borne by the Sabha. However, the Vice-Chancellor shall appoint an observer for the smooth conduct of examinations.

2. The last date(s), by which the Examination forms and prescribed fee for Foreign students must reach the Examinations Branch, shall be as per schedule at Appendix-I in the K.U. Cal. Vol.II.

3.1 A person shall be eligible to join the First Year (Part-I) class of the B.A.(General) for Foreign Students Course, if he/she has passed any examination recognised by the Kurukshetra University as equivalent to Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana.

3.2 A candidate who has been placed under compartment or allowed to re-appear in one subject only in the qualifying examination, may be allowed to read provisionally for the B.A.(General) Part-I class. Such a candidate shall be allowed to clear the compartment/re-appear

*Approved vide Executive Council Resolution No.3(5) of 11.10.2008, w.e.f. the Session 2007-08.

subject in two consecutive chances from the concerned University/Board. If he/she does not clear his/her compartment/re-appear subject even in the second chance his/her provisional admission/result of B.A.(General) Part-I shall be cancelled *ab initio*.

4.1 A person who has passed B.A. (General) Part-I/Part-II with English as one of the subjects from Kurukshetra University, or is covered under clause 4.2, shall be eligible to join Part-II/Part-III Class of the B.A. (General) course, as the case may be.

4.2 A candidate who is placed under compartment in one subject only in the lower examination (Part-I/Part-II) of this University, may be allowed to read for the next higher class and to clear the compartment subject in two consecutive chances but if he/she fails to pass or fails to appear for the compartment subject at the second chance, his/her result for the higher examination shall, unless he/she has passed in that examination, be cancelled and he/she shall not be allowed to appear for the same till he/she has passed in the lower examination. If he/she has passed in the higher examination his/her result for the same shall be declared provisionally subject to his/her passing the lower examination in the number of chances normally allowed under Clause 6.2 as an ex-student, but while he takes these chances he shall not be allowed to study for any higher course.

5. The examination in Part-I/II/III shall be open to a student who:
- (a) has passed, not less than one academic year previously, the requisite examination as laid down in clauses 3.1, 3.2 and 4.1 or is covered under clause 4.2 above.

In the case of a candidate who passed the requisite examination, under the rules relating to compartment, the period of one academic year shall be counted from the examination in which he/she is first placed under compartment.

- (b) has his/her Examination form submitted to the Examinations Branch through the Head of the Institution (with whom MOU has been signed) he/she has most recently attended and produces the following certificates signed by the Head of that Institution of having:
 - (i) good character;

- (ii) remained on the rolls of recognised Institution for the academic year preceding the examination;
- (iii) satisfactorily performed the work of his/her class;
- (iv) attended not less than 75% of the full course of lectures delivered to his/her class in each of the subjects offered (the course to be counted up to the day before the commencement of the examination); and 75% of the periods assigned to Practical Work in each subject having practical(s) (in the case of Geography the candidate shall have attended not less than 75% of the periods arranged for Map Work and Practical); the minimum number of practicals required to be arranged by each Institution, shall not be less than 40 in each subject.
- (v) obtained at least 15% marks in each subject and 20% marks in the aggregate of all the subjects to be calculated on the combined results of –
 1. two Class-tests held in September to November; and
 2. the House Examination held latest by December/January preceding the Annual Examination.

6.1 A student who is unable to appear in an examination owing to shortage of lectures/practicals in the subject(s) and has also not complied with the requirement under clause 5 (b) (v) above, may be allowed to appear in that examination, in the following year, if he/she makes up the deficiency in lectures/practicals in accordance with the Ordinance relating to 'Condoning Deficiency in Lectures etc.'

6.2 A student who has completed the prescribed course of instruction in the Institution with whom MOU has been signed for Part-I/II/III (General) Examination, but does not appear in it or having appeared fails, may be allowed, on the recommendation of the Head of the Institution concerned, three consecutive chances to appear in the examination as an ex-student, without attending a fresh course of instruction.

7.1 A candidate who re-appears in B.A. (General) Part-I Examination as an ex-student (in full subjects) may change one of his/her subjects.

7.2 After passing B.A.(General) Part-I Examination, a student shall not be allowed to change his/her subjects.

8. Subject to the minimum number of practical periods required under Clause 5, a deficiency in the prescribed course (lectures and practicals) may be condoned by the Head of the Institution concerned as under :-

- (a) Lectures : Up to 15% of the lectures delivered in each subject.
- (b) Practical : Up to 5% in each subject.

9.1 The amount of Examination Fee to be paid by a candidate for each Part shall be the same as prescribed by the University for Foreign students from time to time.

9.2 A candidate, who appears for compartment in one subject only/improvement of division/result in one or more subjects shall pay fee as for the whole Examination.

10. The medium of instruction for B.A.(General) Course shall be Hindi/English.

The medium of examination shall be as under :-

- (a) The question-paper shall be set both in English and Hindi, except in the case of :
 - (i) Sanskrit, in which the questions shall be set in Hindi;
 - (ii) Other languages, in which the questions shall be set in the language concerned;
 - (iii) In Mathematics question papers will be set in English only.
- (b) The candidates shall write their answers :
 - (i) in English, in the case of English;
 - (ii) in the language concerned, in the case of Modern Indian and Oriental languages except in Sanskrit paper in which the answer may be written in Hindi;
 - (iii) English, Hindi in the case of other subjects.

11. Every candidate shall be examined according to the scheme of examinations and syllabi as approved by the Academic Council from time to time. A candidate who fails in an examination or having been eligible fails to appear in an examination, shall unless approved otherwise, by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination provided that the syllabi for the candidates for the Compartment/ Supplementary Examination to be held in September/October, shall be the same as was in force for the regular students in the last Annual Examination.

12. The minimum number of marks to pass the examination shall be 35% in each subject/paper provided that in a subject in which there is a practical examination the percentage shall be required separately in the Written and the Practical parts of the examination (including Map Work in the case of Geography).

13. A candidate who has failed in one subject only (or where the subject includes theory as well as practical parts, failed in theory or practical or both parts of the subject), may be admitted to the Supplementary Examination held in the same year and/or at the next Annual Examination in theory or practical or both parts of that subject, as the case may be, and if he/she passes the same, he/she be deemed to have passed the examination. If he/she fails to pass or fails to appear in both these examinations, he/she shall have to appear in all the subjects *de novo*.

14. A candidate placed in compartment in Part-I or Part-II under Clause 13 shall be eligible to join the next higher class provisionally. If he/she fails to qualify the compartment subject at the Supplementary Examination he/she shall be permitted to appear again in that subject alongwith the Part-II or Part-III examination, as the case may be, at the next annual examination. If he/she fails to pass or fails to appear for the compartment subject examination in the second chance also, his/her result for the higher examination shall, unless he/she has passed in that examination, be cancelled and he/she shall not be allowed to appear for the same till he/she has passed in the lower examination within the prescribed period. If he/she has passed in the higher examination his/her result shall be declared provisionally subject to his/her passing the lower examination within the permissible chances under Clause 6.2 as an ex-student.

15. The successful candidates shall be classified as under on the total aggregate number of marks obtained in the Part-I, Part-II and Part-III Examinations taken together :-

- (a) Those who secure 60% or more of the total marks ... First Division.
- (b) Those who secure 50% or more but below 60% of the total marks ... Second Division
- (c) Those who secure below 50% of the total marks ... Third Division

16. A candidate who has passed B.A. (General) Examination from this University and is desirous of improving his/her performance/result/division, will be allowed within the next two Annual Examinations of passing the examination to appear as an ex-student in one or more theory paper(s) of any one or two Parts, out of Part-I, II & III separately in two consecutive Annual Examinations and shall pay examination fee as for the whole examination in which he/she opts to appear. The result of such a candidate shall be declared only if he/she improves his/her result in the aggregate of the whole examination, by taking into account the marks obtained by him/her in the Paper(s)/Part(s) in which he/she re-appears and the marks obtained by him/her earlier in the remaining Paper(s)/Part(s) etc. In case, where there are more than one paper in any subject and the candidate appears in one or two papers of that subject, the benefit of increased marks in those papers will also be allowed for improvement of performance/result/division. The fact that the candidate has improved the result shall be mentioned in the Detailed-Marks-Card.

Such candidates shall take the examination according to the syllabus in force for the regular students for that Annual Examination.

17. As soon as possible after the termination of the examination, the Controller of Examinations shall declare the result. Each successful candidate at Part-III (Final) examination shall receive in addition to the Degree, a Detailed-Marks-Card.

18.1 A candidate who has passed the B.A.(General) Examination from this University may appear at any Annual subsequent B.A. Examination in any one or more subjects prescribed for the examination except the subjects in which he/she has already passed the examination.

18.2 In the case of subject(s) having practicals, the candidate shall study in recognised college/Institution with whom MOU has been signed for both Part-II and Part-III classes for at least one academic year preceding the examination and produce a certificate from the Principal of the College/Head of the Institution, that he/she has completed the prescribed practicals.

18.3 A candidate appearing under this clause shall take examination in Part-II and Part-III separately in two consecutive Annual Examinations.

18.4 Such a candidate shall submit separate Examination form and fee as prescribed by the University for Foreign students from time to time as per examination.

18.5 The minimum number of marks required to pass shall be as prescribed in Clause 12.

18.6 If a candidate fails to qualify in the examination, he will be allowed the succeeding two consecutive chances.

19. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

**ORDINANCE—BACHELOR OF ARTS (GENERAL) DEGREE
THROUGH ENGLISH AND ONE ELECTIVE
SUBJECT ONLY (*Annual system*)**

1.1 A candidate belonging to the State of Haryana, even if residing outside the State of Haryana who has passed –

- (i) an Honours Examination in Oriental Classical Language or Modern Indian Language from this University or from another University/Board whose examinations are recognised as equivalent to the corresponding Examinations of this University; and
- (ii) the Senior Secondary Certificate (10+2 Standard) Examination from Board of School Education, Haryana or any other examination recognised by the Academic Council as equivalent thereto, with English as one of the subjects, may be allowed to appear in B.A.(General) Part-I of this University in English and one Elective subject other than the O.T./M.I.L., in which he has passed Honours Examination.

1.2 A person who has passed B.A. (General) Part-I/II in full subjects or English and one Elective subject only under this Ordinance, from this University or an equivalent examination from another University or is covered under Clause 6, shall be eligible to appear in B.A. (General) Part-II/III English and one Elective subject only respectively.

Provided that no candidate shall appear at more than one examination in the same academic session or appear in a higher examination unless he has passed the lower Examination.

1.3 A candidate who has already passed the examinations mentioned in Clause 1.1 and subsequently appeared in the B.A.(General) Part-I/II Examination, may be given credit for having passed both in English and one Elective subject, even if he failed in the other subjects.

2. A candidate while appearing under this Ordinance shall appear in English and one Elective subject other than the O.T./M.I.L., in which he has passed the Honours Examination simultaneously at the B.A.(General) Part-I or Part-II or Part-III Examination.

3. The amount of examination fee to be paid by a candidate for each part shall be the same as prescribed by the Controller of

Examinations from time to time. A candidate who re-appears in a compartment subject shall be required to pay examination fee as for the whole examination.

4. The last date for the submission of the application forms shall be the same as prescribed for Private candidates in the Ordinance for the examinations concerned.

5. A candidate appearing in an examination under this Ordinance, shall, for all purposes, other than those stated in this Ordinance, be governed by the Ordinance for the examination concerned.

6. A candidate who has failed in one subject only (or where the subject includes Theory as well as Practical parts, failed in Theory or Practical or both parts of the subject), may be admitted to the Supplementary Examination held in the same year and/or at the next Annual Examination in theory or practical or both parts of that subject, as the case may be and if he passes the same, he will be deemed to have passed the examination. If he fails to pass or fails to appear in both these examinations, he shall have to appear in English and one Elective subject *de novo*.

7. A candidate who is to re-appear in one subject only under Clause 6, shall be eligible to appear provisionally in the next higher examination, but if he fails to qualify the compartment subject at the Supplementary Examination, he shall be permitted to appear again in that subject alongwith the higher examination at the next Annual Examination. If he fails to pass or fails to appear for the compartment subject at the second chance, his result for the higher examination shall, unless he has passed in that examination, be cancelled and he shall not be allowed to appear for the same till he passes the lower examination. If he has passed the higher Examination, his result for the same shall be declared provisionally subject to his passing the lower Examination.

8. A person who passes the B.A.(General) Part-I,II and III Examinations in English and one Elective subject, may be admitted to the B.A.(General) Degree of this University, but it shall not be classified into any division.

***ORDINANCE—BACHELOR OF SCIENCE (HONOURS)
INFORMATION TECHNOLOGY(BIT) EXAMINATION
(Semester System)**

1.1 The duration of the course of instruction for award of Bachelor of Science (Hons.) Information Technology Degree shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Examinations for the First, Third and Fifth Semesters shall be held in December/January and for the Second, Fourth and Sixth Semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which Examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3. The minimum qualification for admission to B.Sc.(Honours) Information Technology First Semester Course shall be pass with 45% marks in aggregate of Physics, Chemistry and Mathematics of Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana or any other examination recognized as equivalent thereto with English as one of the subjects.

4.1 A candidate who has passed the Semester I and II or III and IV from this University shall be eligible to join the Semester III and V respectively of the course. This is, however, subject to the provisions made under clause 8.

4.2 A candidate who has passed B.Sc. (Hons.) Information Technology Part-I/Part-II Examination of this University shall also be eligible to join III/V Semester of the B.Sc.(Hons.) Information Technology course, as the case may be, subject to the provisions made under clause 8.

*Approved vide Executive Council Resolution No.3(15) of 14.2.2011, w.e.f. the session 2009-10.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

♦6.1 20% marks in each theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

- | | | |
|--|---|-----|
| (i) Two handwritten Assignments
(1 st Assignment after one month &
2 nd Assignment after two months) | : | 50% |
| (ii) One Class test
(one period duration) | : | 25% |
| (iii) Attendance | : | 25% |

Marks for Attendance will be given as under :

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Principal.

♦6.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Principal of the College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

6.3 The Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

7.1 The First/Second/Third/Fourth/Fifth/Sixth Semester examinations shall be open to a regular student who :

- (a) has passed, not less than one academic year previously, the requisite qualifying examination as laid down in Clause 3, or is covered under clause 4 or 8.
- (b) has remained on the rolls of the College during one Semester preceding the examination; and
- (c) has his/her examination form submitted to the Examinations Branch through the Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper in each Semester (the course to be counted up to the day before the commencement of the examination).

Provided that a candidate who has not attended the requisite percentage of lectures shall not be eligible to take the Semester Examination in the concerned paper unless he/she repeats the course in that paper(s) and obtains requisite attendance.

7.2 A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the Department as under :

- (a) Lectures : Up to 15% of delivered in each paper.
- (b) Practical : Up to 5% of total in each paper.
- (c) Tutorial : Up to 15% of total conducted.
Assignments

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that, a student who participates in the Inter-university Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

[^]8.1 If a candidate has, after attending the course of studies in the college and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the college. Such a candidate may in the meantime, pursue his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Principal of the College concerned. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s)/ practical(s) in which he/she has obtained pass marks.

Provided that after completion of their regular studies for the whole duration of the course upto 6th semester, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time.

8.2 A candidate who fails to pass whole examination (First, Second, Third, Fourth, Fifth, Sixth semesters) within six years of his admission to the course, shall be deemed to be unfit for the B.Sc.(Honours) Information Technology course at this University.

9. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more papers/semesters for the purpose of passing/ improvement of division/result shall pay fee for the whole semester examination.

[^] Amended vide Executive Council Resolution No.6(20) of 28.3.2012 with immediate effect

10. The medium of instruction and examination shall be English.

♦11.1 The minimum number of marks required to pass the examination in each Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Project Report/Training Report or Viva-Voce examination;
- (iii) 40% in the aggregate of Sessionals and examination for each theory/practical subject

♦11.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates. Detailed-Marks-Cards will be issued by the Results Branch.

13. The successful candidates of Sixth Semester Examination shall be classified into division on the basis of the aggregate marks obtained by them in the First, Second, Third, Fourth, Fifth and Sixth Semester examinations taken together and the division obtained by them will be stated in their Degree, as under :

- (a) 60% or more marksFirst Division.
- (b) 50% or more but less than 60% marksSecond Division.
- (c) Below 50% marksThird Division.

Provided that in the case of candidates who join Semester III/V class after passing B.Sc. (Hons.) Information Technology Part-I (Semester I and II)/Part-II (Semester I to IV) examination from another University, the marks obtained in Part-I (Semester I and II)/Part-II (Semester I to IV), as the case may be, shall be counted towards his/her division by increasing or decreasing proportionately the marks obtained at other University in proportion to the maximum marks prescribed by this University for that Semester(s)/Part(s).

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

14. A candidate who has passed B.Sc. (Honours) Information Technology Examination from this University and is desirous of improving his/her performance/result/division, will be allowed within the next four Semester examinations of passing the Sixth Semester examination to appear as an ex-student in one or more theory paper(s) of any one or two Parts, out of Part-I (Semester I & II), Part-II (Semester III & IV) and Part-III (Semester V & VI) separately in four consecutive Semester examinations and shall pay examination fee as for the whole Semester examination in which he/she opts to appear. The result of such a candidate shall be declared only if he/she improves his/her result in the aggregate of the whole six Semester examinations, by taking into account the marks obtained by him/her in the paper(s)/Semester(s) in which he/she re-appears and the marks obtained by him/her earlier in the remaining paper(s)/Semester(s) etc. In case, where there are more than one papers in any subject and the candidate appears in one or two papers of that subject, the benefit of increased marks in those papers will also be allowed for improvement of performance/result/division. The fact that the candidate has improved the result shall be mentioned in the Detailed-Marks-Card.

Such candidates shall take the examination according to the syllabus in force for the regular students for that Semester examination.

15. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of the course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

Transitory provision :

Candidates admitted to B.Sc. (Hons.) Information Technology Part-I/II/III course under Annual System in the academic session 2008-09 or earlier shall be governed by the old rules.

***ORDINANCE—BACHELOR OF SCIENCE (PHYSICAL EDUCATION,
HEALTH EDUCATION & SPORTS) EXAMINATION
(Semester System)**

1.1 The duration of the course of instruction for award of Bachelor of Science (B.Sc.) in Physical Education, Health Education and Sports Degree shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Examinations for the First, Third and Fifth Semesters shall be held in December/January and for the Second, Fourth and Sixth Semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which Examination-forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3.1 A candidate who –

- (i) attains the age between 17 years and 20 years on 31st December of the year of admission (relaxable upto 25 years in the case of National/International Sportsmen or members of Scheduled Caste/Tribe);
- (ii) has participated in Sports and Games at State Level which may be State Schools, State Inter-Districts and State Inter-Collegiates (Intermediate); and
- (iii) has passed one of the following examinations with at least 35% marks and with English as one of the subjects, shall be eligible to join First Semester of B.Sc. in Physical Education, Health Education and Sports course:-
 - (a) Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or an examination recognized as equivalent thereto.

*Approved vide Executive Council Resolution No.5(19) of 9.6.2010, w.e.f. the Session 2009-10.

OR

- (b) Certificate in Physical Education of at least one year duration from any recognized Institution with a total period of 12 years schooling or an examination recognized as equivalent thereto;

3.2 A candidate who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana, or equivalent examination of another University/Board, may be allowed to read provisionally for the B.Sc. (Physical Education, Health Education and Sports) I Semester class. Such a candidate shall be allowed to clear the compartment/re-appear subject in two consecutive chances from the concerned University/Board. If such a candidate fails to clear/qualify in the compartment/re-appear subject at the supplementary examination, he/she shall be permitted to continue his/her studies for B.Sc. (Physical Education, Health Education and Sports) II Semester and to appear again in the compartment/re-appear subject alongwith his/her B.Sc. (Physical Education, Health Education and Sports) II Semester Examination provisionally. If he/she does not clear his/her compartment/re-appear subject even in the second chance, his/her provisional admission and the result of B.Sc. (Physical Education, Health Education and Sports) I and II Semesters shall be cancelled *ab initio*.

3.3 In case of the candidate who has been placed under compartment/re-appear in one subject only in the qualifying examination and seeks admission to First Semester course under above clause, the required percentage of marks for admission shall be determined by taking into account the minimum pass marks in compartment/re-appear subject.

3.4 A candidate of another University/Board who did not pass in the subject of English in the Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana or in an examination recognised as equivalent thereto, may be allowed to join the B.Sc. (Physical Education, Health Education and Sports) First Semester class provisionally subject to his/her qualifying in the subject of English of 10+2 standard examination at the :

- (a) Supplementary examination of the same year;

OR

- (b) Annual Examination of the following year.

Provided that his/her result of B.Sc. Semesters I and II Examinations shall be declared only after he/she has qualified in the required subject. If he/she does not clear the subject of English even in the second chance, his/her provisional admission and result of B.Sc. I and II Semesters shall be cancelled *ab initio*.

4.1 A candidate who has passed the Semester I and II or III and IV from this University shall be eligible to join the Semester III and V respectively of the course. This is, however, subject to the provisions made under clause 8.

4.2 A candidate who has passed B.Sc. (Physical Education, Health Education and Sports) Part-I/ Part-II Examination of this University or of a University in the State of Haryana, shall also be eligible to join III/V Semester of B.Sc. (Physical Education, Health Education and Sports) course, as the case may be.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

*6.1 20% marks in each theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

- | | | |
|--|---|-----|
| (i) Two handwritten Assignments
(1 st Assignment after one month &
2 nd Assignment after two months) | : | 50% |
| (ii) One Class test
(one period duration) | : | 25% |
| (iii) Attendance | : | 25% |

* Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

Marks for Attendance will be given as under :

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Principal.

6.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Principal of the College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

6.3 The Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

7.1 The First/Second/Third/Fourth/Fifth/Sixth Semester examinations shall be open to a regular student who :

- (a) has passed, not less than one academic year previously, the requisite qualifying examination as laid down in Clause 3, or is covered under clause 4 or 8;

In the case of a candidate, who passed the requisite examination, under the rules relating to Re-appear/Compartment, the period of one academic year shall be counted from the examination in which he/she is placed under Re-appear/Compartment.

- (b) has remained on the rolls of the College during one Semester preceding the examination; and
- (c) has his/her Examination form submitted to the Examinations Branch through the Principal of the College concerned and produces the following certificates :
 - (i) of good character;

- (ii) of having attended not less than 75% of the full course of lectures and practicals delivered to his/her class in each of the subjects offered in each Semester (the course to be counted up to the day before the commencement of the examination).

Provided that a candidate who has not attended the requisite percentage of lectures shall not be eligible to take the Semester Examination in the concerned paper unless he/she repeats the course in that paper(s) and obtains requisite attendance.

7.2 A deficiency in the prescribed course (Lectures and Practical) may be condoned by the Principal of the College concerned as under:

- (a) Lectures : Up to 15% of delivered in each paper.
- (b) Practical : Up to 5% of total in each paper.

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that, a student who participates in the Inter-university Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if her attendance, after condonation on all counts, falls below 50%.

*8.1 If a candidate has, after attending the course of studies in the college and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the college. Such a candidate may in the meantime, pursue his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Principal of the College

* Amended vide Executive Council Resolution No.6(20) of 28.3.2012 with immediate effect.

concerned. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s)/ practical(s) in which he/she has obtained pass marks.

Provided that after completion of their regular studies for the whole duration of the course upto 6th semester, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time.

8.2 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth semesters) within six years of his admission to the course, shall be required to repeat the course *de novo*.

9. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s) shall pay fee as for the whole examination.

10. The medium of instruction shall be Hindi/English.

The medium of examination shall be as under :-

- (a) The question-papers shall be set both in English and Hindi.
- (b) The candidates shall write their answers :-
 - (i) in English, in the case of English;
 - (ii) in English or Hindi, in the case of other subjects.

♦11.1 The minimum number of marks required to pass the examination in each Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Project Report/Training Report or Viva-Voce examination;
- (iii) 40% in the aggregate of Sessionals and examination for each theory/practical subject.

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

♥11.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates. The Detailed-Marks-Cards will be issued by the Results Branch.

13. The successful candidates of Sixth Semester Examination shall be classified into division on the basis of the aggregate marks obtained by them in the First, Second, Third, Fourth, Fifth and Sixth Semester examinations taken together and the division obtained by them will be stated in their Degree, as under :

- (a) Candidates who pass all the six Semester examinations at the first attempt and within minimum duration of the course i.e. three years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'.
- (b) 60% or more marks ...First Division.
- (c) 50% or more but less than 60% marks Second Division.
- (d) Below 50% marks Third Division.

Provided that in the case of candidates who join Semester III/V class after passing Part-I(Semester I and II)/Part-II (Semester I to IV) examination from another University, the marks obtained in Part-I (Semester I and II)/Part-II (Semester I to IV), as the case may be, shall be counted towards his/her division by increasing or decreasing proportionately the marks obtained at other University in proportion to the maximum marks prescribed by this University for that Semester(s)/Part(s).

14. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of the B.Sc. (Physical Education, Health Education and Sports) Course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and

♥ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

Transitory provision :

Candidates admitted to the B.Sc. (Physical Education, Health Education and Sports) Part-I/II/III course under Annual System in the academic session 2008-09 or earlier shall be governed by the old rules.

***ORDINANCE—BACHELOR OF SCIENCE (B.SC.) IN HOME
SCIENCE EXAMINATION (Under 10+2+3 Scheme)
(Semester System)**

1.1 The duration of the course of instruction for award of Bachelor of Science (B.Sc.) in Home Science Degree shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Examinations for the First, Third and Fifth Semesters shall be held in December/January and for the Second, Fourth and Sixth Semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which Examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3.1 A woman candidate who has passed one of the following examinations with at least 40% marks in aggregate and with English as one of the subjects shall be eligible to join the First Semester of the B.Sc in Home Science course:

(a) Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or an examination recognized as equivalent thereto.

OR

(b) B.Sc. in Home Science Part-I Examination under old scheme of Kurukshetra University; or an examination recognized as equivalent thereto.

3.2 A candidate who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana, or equivalent examination of another University/Board obtaining at least 40% marks in aggregate, may be allowed to read provisionally for the B.Sc. in Home Science I Semester class. Such a candidate shall be allowed to clear the compartment/re-appear subject in two consecutive chances from the concerned University/Board. If such a

*Approved vide Executive Council Resolution No.5(19) of 9.6.2010, w.e.f. the Session 2009-10.

candidate fails to clear/qualify in the compartment/re-appear subject at the supplementary examination, she shall be permitted to continue her studies for B.Sc. in Home Science II Semester and to appear again in the compartment/re-appear subject alongwith her B.Sc. in Home Science II Semester Examination provisionally. If she does not clear her compartment/re-appear subject even in the second chance, her provisional admission and the result of B.Sc. in Home Science I and II Semesters shall be cancelled *ab initio*.

3.3 In case of the candidate who has been placed under compartment/re-appear in one subject only in the qualifying examination and seeks admission to B.Sc. in Home Science First Semester course under above clause, the required percentage of marks for admission shall be determined by taking into account the minimum pass marks in compartment/re-appear subject.

3.4 A candidate of another University/Board who did not pass in the subject of English or any one deficient subject in the Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana or in an examination recognised as equivalent thereto, may be allowed to join the B.Sc.(Home Science) First Semester class provisionally subject to her qualifying in the subject of English or any one deficient subject of 10+2 standard examination at the :

(a) Supplementary examination of the same year;

OR

(b) Annual Examination of the following year.

Provided that her result of B.Sc. Semesters I and II Examinations shall be declared only after she has qualified in the required subject. If she does not clear the subject of English or any one deficient subject even in the second chance, her provisional admission/result of B.Sc. I and II Semesters shall be cancelled *ab initio*.

4.1 A woman candidate who has passed the Semester I and II or III and IV from this University shall be eligible to join the Semester III and V respectively of the course. This is, however, subject to the provisions made under clause 8.

4.2 A woman candidate who has passed B.Sc. in Home Science Part-I/II (under 10+2+3 Scheme) Examination for the Degree of B.Sc. in Home Science of this University or an examination recognized as equivalent thereto, shall be eligible to join III/V Semester of the B.Sc. in

Home Science course, as the case may be, provided that the subjects offered by her in B.Sc. in Home Science Part-I/II or the same as are available at this University and she is otherwise eligible.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

♥6.1 20% marks in each theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

- (i) Two handwritten Assignments : 50%
(1st Assignment after one month &
2nd Assignment after two months)
- (ii) One Class test : 25%
(one period duration)
- (iii) Attendance : 25%

Marks for Attendance will be given as under :

- (1) 91% onwards: 5 Marks
- (2) 81% to 90% 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Principal.

6.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Principal of the College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal

♥ Amended vide Executive Council Resolution No.3(2) of 31.10.2013 w.e.f. session 2013-14.

Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination

6.3 The Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

7.1 The First/Second/Third/Fourth/Fifth/Sixth Semester examinations shall be open to a regular student who :

- (a) has passed, not less than one academic year previously, the requisite qualifying examination as laid down in clause 3, or is covered under clause 4 or 8;

In the case of a candidate, who passed the requisite examination, under the rules relating to Re-appear/Compartment, the period of one academic year shall be counted from the examination in which she is first placed under Re-appear/Compartment.

- (b) has remained on the rolls of the College during one Semester preceding the examination; and
- (c) has her Examination form submitted to the Examinations Branch through the Principal of the College concerned and produces the following certificates :

- (i) of good character;
- (ii) of having attended not less than 75% of the full course of lectures and practicals delivered to her class in each of the subjects offered in each Semester (the course to be counted up to the day before the commencement of the examination).

Provided that a candidate who has not attended the requisite percentage of lectures shall not be eligible to take the Semester Examination in the concerned paper unless she repeats the course in that paper(s) and obtains requisite attendance.

Provided further that a candidate must appear in Semester III/V examination within three years of her

passing Semesters I & II/III and IV examination, as the case may be.

7.2 A deficiency in the prescribed course (Lectures and Practicals) may be condoned by the Principal of the College concerned as under :

- (a) Lectures : Up to 15% of delivered in each paper.
- (b) Practical : Up to 5% of total in each paper.

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that, a student who participates in the Inter-university Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if her attendance, after condonation on all counts, falls below 50%.

♥8.1 If a candidate has, after attending the course of studies in the college and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the college. Such a candidate may in the meantime, pursue his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Principal of the College concerned. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s)/ practical(s) in which he/she has obtained pass marks.

♥Provided that after completion of their regular studies for the whole duration of the course upto 6th semester, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time.

8.2 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth semesters) within six years of her

♥ Amended vide Executive Council Resolution No.6(20) of 28.3.2012 with immediate effect.

admission to the course, shall be required to repeat the course *de novo*.

9. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s) for the purpose of passing/improvement of division/result, shall pay fee as for the whole examination.

10. The medium of instruction for shall be English/Hindi. The medium of examination shall be as under :-

- (a) The question-papers shall be set both in English and Hindi.
- (b) The candidates shall write their answers either in English or in Hindi.

♦ 11.1 The minimum number of marks required to pass the examination in each Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Project Report/Training Report or Viva-Voce examination;
- (iii) 40% in the aggregate of Sessionals and examination for each theory/practical subject

11.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates. The Detailed-Marks-Cards will be issued by the Results Branch.

13. The successful candidates of Sixth Semester Examination shall be classified into division on the basis of the aggregate marks obtained by them in the First, Second, Third, Fourth, Fifth and Sixth Semester

♦ Amended vide Executive Council Resolution No.3 (2) of 31.10.2013 w.e.f. session 2013-14.

examinations taken together and the division obtained by them will be stated in their Degree, as under :

- | | |
|---|----------------------|
| (a) Candidates who pass all the six Semester examinations at the first attempt and within minimum duration of the course i.e. three years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'. | |
| (b) 60% or more marks | ...First Division. |
| (c) 50% or more but less than 60% marks |Second Division. |
| (d) Below 50% marks |Third Division. |

Provided that in the case of candidates who join Semester III/V class after passing Part-I(Semester I and II)/Part-II (Semester I to IV) examination from another University, the marks obtained in Part-I (Semester I and II)/Part-II (Semester I to IV), as the case may be, shall be counted towards her division by increasing or decreasing proportionately the marks obtained at other University in proportion to the maximum marks prescribed by the University for that Semester(s)/Part(s).

14. A candidate who has passed B.Sc. in Home Science Examination of the University and is desirous of improving her performance/result/division, will be allowed within the next four Semester examinations of passing the Sixth Semester examination to appear as an ex-student in one or more theory paper(s) of any one or two Parts, out of Part-I (Semester I & II), Part-II (Semester III & IV) and Part-III (Semester V & VI) separately in four consecutive Semester examinations and shall pay examination fee as for the whole Semester examination in which she opts to appear. The result of such a candidate shall be declared only if he/she improves her result in the aggregate of the whole six Semester examinations, by taking into account the marks obtained by her in the paper(s)/Semester(s) in which she re-appears and the marks obtained by her earlier in the remaining paper(s)/Semester(s) etc. In case, where there are more than one papers in any subject and the candidate appears in one or two papers of that subject, the benefit of increased marks in those papers will also be allowed for improvement of performance/result/division. The fact that the candidate has improved the result shall be mentioned in the Detailed-Marks-Card.

Such candidates shall take the examination according to the syllabus in force for the regular students for that Semester examination.

15. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of the B.Sc. in Home Science Course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

Transitory provision :

Candidates admitted to the B.Sc. in Home Science Part-I/II/III course under Annual System in the academic session 2008-09 or earlier shall be governed by the old rules.

***ORDINANCE—BACHELOR OF SCIENCE (B.SC.) (FASHION DESIGNING) EXAMINATION (*Semester System*)**

1.1 The duration of the course of instruction for award of B.Sc. (Fashion Designing) Degree shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Examinations for the First, Third and Fifth Semesters shall be held in December/January and for the Second, Fourth and Sixth Semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3. A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) from any stream from the Board of School Education, Haryana or its equivalent examination with 45% marks in aggregate, shall be eligible to join the First Semester of B.Sc.(Fashion Designing) Course.

4.1 A candidate who has passed the Semester I and II or III and IV from this University shall be eligible to join the Semester III and V respectively of the course. This is, however, subject to the provisions made under clause 8.

4.2 A candidate who has passed B.Sc. (Fashion Designing) Part-I/Part-II Examination of this University, shall also be eligible to join III/V Semester of the B.Sc. (Fashion Designing) course, as the case may be, subject to the provisions made under clause 8.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved

*Approved vide Executive Council Resolution No.3(17) of 14.2.2011, w.e.f. the session 2009-10.

otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

♦6.1 20% marks in each theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

- (i) Two handwritten Assignments : 50%
(1st Assignment after one month & 2nd Assignment after two months)
- (ii) One Class test : 25%
(one period duration)
- (iii) Attendance : 25%

Marks for Attendance will be given as under :

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Principal.

♦6.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Principal of the College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

6.3 The Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

7.1 The First/Second/Third/Fourth/Fifth/Sixth Semester examinations shall be open to a regular student who :

- (a) has passed, not less than one academic year previously, the requisite qualifying examination as laid down in Clause 3, or is covered under clause 4 or 8.
- (b) has remained on the rolls of the College during one Semester preceding the examination; and
- (c) has his/her Examination form submitted to the Examinations Branch through the Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures and practicals delivered to his/her class in each of the subjects (the course to be counted up to the day before the commencement of the examination).

Provided that a candidate who has not attended the requisite percentage of lectures shall not be eligible to take the Semester Examination in the concerned paper unless he/she repeats the course in that paper(s) and obtains requisite attendance.

7.2 The Principal of the College concerned may condone a deficiency in the prescribed course upto 10% of lectures/practicals delivered in each paper.

8.1 If a candidate has, after attending the course of studies in the college and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the college. Such a candidate may in the meantime, pursue his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Principal of the College concerned. While re-appearing in the examination, the candidate shall be

▼ Amended vide Executive Council Resolution No.6(20) of 28.3.2012 with immediate effect

exempted from appearing in the paper(s)/ practical(s) in which he/she has obtained pass marks.

Provided that after completion of their regular studies for the whole duration of the course upto 6th semester, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time.

8.2 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth semesters) within six years of his admission to the course, shall be required to repeat the course *de novo*.

9. The candidates shall be required to undertake six-week In-plant Practical Training in any reputed industry/export house, approved by the Principal of the college, after completion of IV Semester examination and awards will be sent to the Secrecy Branch by the Principal of the College.

10. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s) for the purpose of passing, shall pay fee as for the whole examination.

11. The medium of instruction and examination shall be English/Hindi.

♦12.1 The minimum number of marks required to pass the examination in each Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Project Report/Training Report or Viva-Voce examination;
- (iii) 40% in the aggregate of Sessional and examination for each Theory and Practical Subject

♦12.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates. The Detailed-Marks-Cards will be issued by the Results Branch.

14. The list of successful candidates of Sixth Semester Examination shall be arranged on the basis of the aggregate marks obtained in the First, Second, Third, Fourth, Fifth and Sixth Semester examinations taken together, and the division obtained by the candidate will be stated in the Degree, as under :-

- (a) Candidates who pass all the six Semester examinations at the first attempt and within minimum duration of the course i.e. three years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'.
- (b) 60% or more marks First Division.
- (c) 50% or more but less than 60% marks Second Division.
- (d) Below 50% marks Third Division.

15. Notwithstanding the integrated nature of the B.Sc.(Fashion Designing) Course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

Transitory provision :

Candidates admitted to B.Sc.(Fashion Designing) Part-I/II/III course under Annual System in the academic session 2008-09 or earlier shall be governed by the old rules.

***ORDINANCE—BACHELOR OF FASHION & APPAREL DESIGN
(BFAD) EXAMINATION (*Semester System*)**

1.1 The duration of the course of instruction for award of Bachelor of Fashion & Apparel Design (BFAD) Degree shall be four academic years, comprising of eight Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Examinations for the First, Third, Fifth and Seventh Semesters shall be held in December/January and for the Second, Fourth, Sixth and Eighth Semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3.1 A candidate who has passed Senior Secondary Certificate (10+2 Standard) examination from the Board of School Education, Haryana, or an examination recognized as equivalent thereto shall be eligible for admission to the First Semester of the course.

3.2 Admission on migration to the Third Semester may be allowed, in the beginning of the Session, to candidates who are permitted to migrate in accordance with the rules framed by Kurukshetra University.

3.3 Candidates with Diploma of 3-years (after Matric)/Diploma of 2-years (after +2) 2-year Certificate Course (after Matric) plus Diploma of 2-years or of more duration may be allowed Lateral Entry at 3rd Semester level of the course. Such candidates will be considered for admission to the 3rd Semester under Lateral Entry Scheme only if they have passed Diploma Course in any discipline from the State Board of Technical Education, Haryana, or its equivalent with at least 50% marks in aggregate.

4. A candidate who has passed the Semesters I and II or III and IV or V and VI from this University shall be eligible to join the Semester

*Approved vide Executive Council Resolution No.3(19) of 14.2.2011, w.e.f. the session 2009-10.

III, V and VII respectively of the course. This is, however, subject to the provisions made under clause 8.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

6.1 The courses of the study and the subjects of examinations shall be as approved by the Academic Council from time to time. The examination shall consist of :-

- (a) **Written Papers** : Written papers will be got set as per University norms.
- (b) **Practical Examinations** : Examinations in practical/ Viva-voce shall be conducted jointly by the External and Internal Examiners as recommended by the Board of Studies concerned.
- ♦(c) 20% marks in each theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination :-
 - (i) Two handwritten Assignments : 50%
(1st Assignment after one month & 2nd Assignment after two months)
 - (ii) One Class test : 25%
(one period duration)
 - (iii) Attendance : 25%

Marks for Attendance will be given as under :

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

- (3) 75% to 80% : 3Marks
- (4) 70% to 74% : 2Marks*
- (5) 65% to 69% : 1Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Principal.

♦6.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Principal of the College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination

7. The First/Second/Third/Fourth/Fifth/Sixth/Seventh/Eighth Semester examinations shall be open to a regular student who :

- (a) has passed, not less than one academic year previously, the requisite qualifying examination as laid down in clause 3, or is covered under clause 4 or 8.
- (b) has remained on the rolls of the Institute/College during one Semester preceding the examination; and
- (c) has his/her Examination form submitted to the Examinations Branch through the Director/Principal of the concerned Institute/College and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each subject and 75% of the periods assigned to practical work in each subject in each semester (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any of the paper(s) shall not be eligible

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

to take the Semester examination in the concerned paper unless he/she repeats the course in that paper(s) and obtains the requisite attendance.

7.2 The Director of Institute/Principal of the college concerned may condone deficiency in attendance upto 10% in each subject/practical on his satisfaction.

♦8.1 If a candidate has, after attending the course of studies in the college and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the college. Such a candidate may in the meantime, pursue his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Principal of the College concerned. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s)/ practical(s) in which he/she has obtained pass marks.

Provided that after completion of their regular studies for the whole duration of the course upto 8th semester, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time

8.2 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth, Seventh and Eight semesters) within eight years of his admission to the course, shall be deemed to be unfit for the course. However, this time limit shall be six years in case of candidates who join Semester III under Lateral Entry Scheme.

9. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s) for the purpose of passing, shall pay fee as for the whole examination.

10. The medium of instruction and examination shall be English.

♦ Amended vide Executive Council Resolution No.6(20) of 28.3.2012 with immediate effect

11. The minimum percentage of marks to pass the Semester examination shall be as under :

- (i) 40% in each written paper including Sessionals;
- (ii) 40% in each Practicals including Sessionals/Viva-Voce examination;
- (iii) 40% in aggregate in each Semester examination.

While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s) and/or practical(s) in which he/she has obtained at least 40% marks including Sessionals.

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates. Detailed-Marks-Cards will be issued by the Results Branch.

13. The list of successful candidates of Eighth Semester Examination shall be arranged on the basis of the aggregate marks obtained in the First, Second, Third, Fourth, Fifth, Sixth, Seventh and Eighth Semester examinations (Semester III to VIII in case of candidates admitted under clause 3.3) taken together, and the division obtained by the candidate will be stated in the Degree, as under :-

- (a) Candidates who pass all the eight Semester examinations at the first attempt and within minimum duration of the course i.e. four years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with ‘Distinction’.
- (b) 60% or more marks First Division.
- (c) 50% or more but less than 60% marks Second Division.
- (d) Below 50% marks Third Division.

14. Notwithstanding the integrated nature of the Course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

**ORDINANCE—BACHELOR OF LIBRARY AND INFORMATION
SCIENCE (B.Lib. & Inf. Sc) EXAMINATION
(Semester System)**

1.1 The duration of the course leading to the award of Bachelor of Library and Information Science (B. Lib. & Inf. Sc.) Degree shall be one academic year comprising of two Semesters.

1.2 The examination for the First Semester shall ordinarily be held in the month of November/December and for the Second Semester in the month of May.

1.3 Supplementary Examinations shall ordinarily be held in the month of November/December for re-appear candidates who have failed in not more than 50% papers of the total papers of that semester.

1.4 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to the Chairperson of the University Department concerned.

2. The last date by which the Examination Forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Cal. Vol.II.

*3. A person who has passed Bachelor's or Master's Degree Examinations in any discipline from this University or an examination recognised as equivalent thereto with atleast 50% marks in aggregate and English as one of the subjects, in any of the years at graduation level shall be eligible for admission to the Course.

4. Every candidate shall be examined in the subjects as laid down in the scheme of examination and Syllabus as prescribed by the Academic Council from time to time. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the

♥Approved vide Executive Council Resolution No.17(2) of 11.5.2007, w.e.f. the Session 2006-07.

♦ Amended vide Executive Council Resolution No.5(7) of 22.05.2013 w.e.f. session 2012-13.

examination according to the syllabus prescribed by the University for regular students appearing for that examination.

5. The First/Second Semester examination shall be open to a regular student who :

- (a) has passed the requisite qualifying examination as laid down in clause 3 above, if he/she is a candidate for the First Semester examination, or has passed the First Semester Examination if he/she is a candidate for the Second Semester Examination. This is, however, subject to clause 7 below;
- (b) has remained on the rolls of the Department of Library and Information Science during one semester preceding the examination; and
- (c) has his/her name submitted to the Controller of Examinations by the Chairperson of the Department and produces the following certificates signed by Chairperson :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each subject/paper, practical and tutorial separately in each semester (the course to be counted up to the day before the commencement of the examination).

6. A deficiency in the prescribed course (lectures or practicals or tutorials) of First/Second Semester may be condoned by the Chairperson of the University Department as under :

- (a) Lectures : Up to 15% delivered in each paper.
- (b) Practicals : Up to 5% in each paper.
- (c) Tutorial Assignments : Up to 15%.

These shall also include loss of attendance due to participation in cultural and sports assignment, etc. Provided that a student who participates in the Inter University Tournaments/Youth Festivals shall be allowed additional condonation on this ground upto 10% in each paper

on a certificate from the Director, Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

♦7.1 A candidate who has completed the prescribed course of instructions in the University Department for any semester examination, but does not appear in it, or having appeared fails, may be allowed on the recommendation of the Chairperson of the Department concerned to appear/re-appear in the Semester Examination/ paper(s), as the case may be, at the next regular examination for that semester when such examination is held, as an ex-student, without attending fresh course of studies only twice. While re-appearing in the examination the candidate shall be exempted from re-appearing in the paper(s)/ practical(s) in which he/she has obtained at least 45% marks.

A candidate, who fails to pass the Bachelor of Library & Information Science Examination within a period of three years of his admission to the First Semester of the course, shall be deemed to be unfit for the Bachelor of Library and Information Science Course at this University.

8. The amount of examination fee to be paid by a candidate for each semester shall be as prescribed by the University from time to time.

A candidate who re-appears in one or more paper(s)/semester(s) for the purpose of passing/improvement of division shall pay fee as for the whole examination.

♦9. The minimum number of marks required to pass the examination shall be 45% in each paper (Written and Practical) separately.

10. The medium of instruction shall be English/Hindi.

- (a) The question paper shall be set in English and Hindi.
- (b) The candidate shall write their answers in English or Hindi.

♦ Amended vide Executive Council Resolution No.3(10) of 31.10.2013 w.e.f session 2013-14.

11. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

12. The result of candidates who have passed both the Semester Examinations shall be classified into divisions, as under, on the basis of aggregate marks obtained in the First and Second Semester Examinations taken together, and the division obtained by the candidate will be stated in his/her Degree :

- (a) Candidates who pass both the Semester Examinations in the first attempt and within the normal duration of the course i.e., one year, obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.
- (b) Those who obtain 60% or more marks ...First Division.
- (c) Those who obtain 50% or more but less than 60% marks ...Second Division.
- ♦(d) Below 50% marks ...Third Division

13.1 A candidate who has passed the Bachelor of Library and Information Science Examination of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student in the Bachelor of Library & Information Science Examination Thrice in one or more Theory Paper(s) within a period of five years of his passing the Bachelor of Library & Information Science Examination. Such a candidate in the first instance shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance. He/she will then appear in the respective paper(s) in the First and Second Semester Examinations simultaneously in November/December and/or May. If he/she does not improve his/her performance he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case he/she does not improve his/her performance even in second chance, he/she shall be eligible to do in the third chance.

♦ Amended vide Executive Council Resolution No.3(10) of 31.10.2013 w.e.f session 2013-14.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of the whole examination, by taking into account the marks obtained by him/her in the paper(s) in which he/she re-appeared and the marks obtained by him/her earlier in the remaining paper(s) etc. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate would be allowed to take the examination according to the syllabus in force for the regular students for that semester examination.

13.2. A candidate who re-appears in the examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma Courses in Languages.

Transitory provision :

Candidates admitted to Bachelor of Library & Information Science Course under annual system in 2005-2006 or earlier shall be governed by the old rules.

**ORDINANCE—BACHELOR OF LIBRARY AND INFORMATION
SCIENCE (B. Lib. & Inf. Sc) EXAMINATION
(Annual System)**

1.1 The duration of the course of instruction for the Bachelor of Library and Information Science (B. Lib. & Inf. Sc.) Degree shall be one academic year. There shall be actual teaching for a minimum of 180 days in the academic year excluding the admission, preparation and examination days. The examination shall ordinarily be held annually in the month of April/May on the dates as may be notified by the Controller of Examinations.

1.2 Supplementary Examinations will be held in November/December in the same year for candidates who have failed in not more than 50% papers of annual examination and for improvement of division/result.

2. The last date by which the Examination Forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Cal. Vol.II.

♥3. A person who has passed Bachelor's or Master's Degree Examinations in any discipline from this University or an examination recognised as equivalent thereto with atleast 50% marks in aggregate and English as one of the subjects, in any of the years at graduation level shall be eligible for admission to the Course.

4. The examination shall be open to any regular student who :-

- a) has passed the requisite qualifying examination as laid down in clause 3 above, or is covered under Clause 6 below;
- b) has remained on the rolls of University Department of Library and Information Science during one year preceding the examination; and
- c) has his name submitted to the Controller of Examinations by the Chairperson of the Department of Library & Information

♥ Amended vide Executive Council Resolution No5 (7) of 22.05.2013 w.e.f. session 2012-13.

Science and produces the following certificates signed by him :

- i) of good character;
- ii) of having attended not less than 75% of the full course of lectures delivered in each subject/paper, practical and tutorial separately (the course to be counted up to the day before the commencement of the examination).

5. A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the University Department concerned as under :

- (a) Lectures : Up to 15% delivered in each paper.
- (b) Practicals : Up to 5% in each paper
- (c) Tutorial Assignments : Up to 15%

These shall also include loss of attendance due to participation in cultural and sports assignments etc. Provided that student who participates in the Inter University Tournaments/Youth Festivals shall be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

6.1 A candidate who has failed in one or more paper(s) or having been eligible, fails to appear in the examination for good reasons, may be allowed on the recommendation of the Chairperson of the University Department concerned to appear/re-appear only twice in the paper(s) at the subsequent examination as specified in Clause 1 above. Such a candidate shall be exempted from re-appearing in the paper(s) in which he may have obtained at least 50% marks.

6.2 A candidate who fails to pass the Bachelor of Library & Information Science Examination within a period of three years of his admission to the course, shall be deemed to be unfit for the Bachelor of Library and Information Science Course at this University.

7. Every candidate shall be examined according to the scheme of examination and Syllabus as approved by the Academic Council from time to time. However, syllabus for the re-appear/failed candidates for the supplementary examination shall be the same according to which they appeared as regular students.

8. The amount of examination fee to be paid by a candidate for shall be such as prescribed by the University from time to time.

A candidate who re-appears in one or more paper(s) shall pay fee as for the whole examination.

9. The medium of instruction shall be English/Hindi. The candidates shall write their answers in Hindi or English.

(a) The question paper shall be set both in Hindi. and English.

(b) The candidate shall write their answers in Hindi or English.

♦10. The minimum number of marks required to pass the examination shall be 45% in each paper (Written and Practical) separately.

A candidate who fails in the examination shall be exempted from re-appearing in paper(s) in which he may have obtained at least 45% marks

11. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

12. The result of candidates who have passed Bachelor of Library and Information Science Examination shall be classified into division as under on the basis of aggregate marks obtained in the Examination and the division obtained by the candidate will be stated in his Degree :

- ♦(a) The candidates who pass the Examination in the first attempt and within the normal duration of the course i.e. one year obtaining 75% or more marks in the total aggregate shall be declared to have passed with 'Distinction'.
- (b) Those who obtain 60% or more First Division marks

♦ Amended vide Executive Council Resolution No.3 (10) of 31.10.2013 w.e.f session 2013-14.

- (c) Those who obtain 50% or more but less than 60% marks. ... Second Division
- (d) Below 50% marks ... Third Division

13.1 A person who has passed the Bachelor of Library & Information Science Examination of this University and is desirous of improving his performance, will be allowed to appear as an ex-student in the Bachelor of Library & Information Science Examination Thrice in one or more Theory Paper(s) within a period of five years of his passing the Bachelor of Library & Information Science Examination. Such a candidate in the first instance shall be required to intimate all the paper(s) in which he would like to improve his performance division. He will then appear in the respective paper(s) in the subsequent Annual or Supplementary Examinations. If he does not improve his performance he shall be eligible to do so in the following year(s) which would be treated as second chance. In case he does not improve his performance even in second chance, he shall be eligible to do in the third chance.

The result of such a candidate shall be declared only if he improves his performance in the aggregate of the whole examination, by taking into account the marks obtained by him in the paper(s) in which he re-appeared and the marks obtained by him earlier in the remaining paper(s) etc. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate would be allowed to take the examination according to the syllabus in force for the regular students for that examination.

13.2. A candidate who re-appears in the examination for improvement shall not be allowed to take any other examination of the University simultaneously, except Certificate/Diploma Courses in Languages.

ORDINANCE—BACHELOR OF EDUCATION (B. Ed.) EXAMINATION

1. The duration of the course of instruction for the Degree of Bachelor of Education (B.Ed.) shall be one year.

The examination shall be held once a year ordinarily in the month of April/May on such dates as may be notified by the Controller of Examinations. A supplementary examination for compartment candidates only shall be held ordinarily in the month of November/December on such dates as may be notified by the Controller of Examinations. The date fixed under this Clause shall be notified to the recognised colleges.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

♥3. The minimum qualification for admission to the Course shall be as under :-

Candidates with at least 50% marks either in the Bachelor Degree and/or in the Master's Degree of Kurukshetra University or any other qualification equivalent thereto.

OR

Shastri Degree 3-year (with or without English)/Acharya Degree 2-year with 50% marks in aggregate from statutory Universities/Institutions.

Note: (1) There shall be no rounding of percentage of marks of the qualifying examination from 0.5% and above to next higher number for determining the eligibility i.e. 49.5% and above will not be rounded to 50%.

(2) Minimum pass marks for SC/ST candidates.

(3) 45% marks for Blind/Physically and Visually Handicapped candidates.

♥ Amended vide Executive Council Resolution No. 6(19) of 28.3.2012, w.e.f. session 2010-11

Note :- In case a candidate has passed the Master's Degree Examination also alongwith Bachelor's Degree, the higher percentage of marks obtained in any of the two will be taken into consideration while preparing the merit.

4. No one who is in employment (whole-time, part-time, or honorary service) shall be allowed to join B.Ed. Course without taking leave from his institution/office etc. from the date of commencement of the Academic Session to the conclusion of his examination in Practical Skill in Teaching.

5. A person who possesses the qualifications laid down in Clause 3, has been on the rolls of a College recognised for the Course of B.Ed. Degree during the academic year preceding the examination, and produces the following certificates, signed by the Principal of the College, shall be eligible to appear in the examination :-

- (i) of good character;
- (ii) of having undergone the Course of Training for the Degree of Bachelor of Education for one academic year at a College recognised for this examination;
- (iii) of having attended not less than 75% of the full course of lectures delivered in each subject, Tutorials and Practicals separately (the course to be counted up to the day before the commencement of the examination);
- (iv) of having submitted reports on the School Plant;
- (v) of having participated in : (a) Tutorials (b) Seminars (c) Games and Sports (d) Community living; and
- ♥(vi) of having obtained at least 30% marks in the aggregate of all the subjects to be calculated in the combined result of the following :-
 - (1) the House Examination to be held in January/ February in each Theory paper and Practical separately;

♥ Amended vide Executive Council Resolution No.3(17) of 27.6.2003, w.e.f. the Session 2003-04.

- (2) two Class-tests to be held in October to December—40 marks in each Theory Paper;
- (3) two Discussion Lessons to be delivered by the students in teaching subjects —100 marks each.

OR

on the basis of Five Assignments of 20 marks each in each paper as prescribed by the Academic Council from time to time.

6. A deficiency in the prescribed course (Lectures or Practicals or Tutorials) may be condoned by the Principal of the College concerned as under :—

- (a) Lectures : Up to 15 % of the lectures delivered in each subject.
- (b) Practicals : Up to 5 % in each subject/Practical.
- (c) Tutorial Assignments : Up to 15%.

7. A student who has completed the prescribed course but does not appear in the examination, or, having appeared in the examination, has failed, may be allowed on the recommendation of the Principal of the College concerned to appear in the examination as an ex-student for three consecutive years without attending a fresh course of instruction. He shall pay a fee as prescribed by the Controller of Examinations from time to time.

Provided that a student who is unable to appear in the Annual Examination due to shortage in attendance and has complied with the requirement in Clause 5 (vi) can take the examination in the following years subject to fulfilling the condition of attendance.

8. The amount of examination fee to be paid by a candidate shall be such as prescribed by the Controller of Examinations from time to time.

9. The examination shall be held according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination or having been eligible, fails to appear in an examination, shall, unless approved

otherwise by the Academic Council, take the examination as an ex-student according to the Scheme and Syllabus prescribed by the University for regular students appearing for that examination, provided that the Scheme and Syllabus for the candidates for the Compartment Examination to be held in September shall be the same as was in force for the regular students in the last Annual Examination.

10. The medium of examination shall be as under :-

(a) The question-papers shall be set both in English and Hindi except for languages in which they will be set as under :-

- | | | |
|-------|--------------------------------|--|
| (i) | For Sanskrit | Hindi. |
| (ii) | For Hindi, Panjabi
and Urdu | Hindi, Panjabi and Urdu
respectively. |
| (iii) | English | English. |

(b) The candidates shall write their answers :-

- | | |
|------|---|
| (i) | in English in the subject of English; |
| (ii) | in English, Hindi, Panjabi or Urdu in the case of other subjects. |

11. The minimum number of marks required to pass the examination shall be 33% in each subject (Written and Practical separately) and 40% in the aggregate.

12. A candidate who has failed in one subject only obtaining not less than 40% marks in the total of the papers in which he has passed, may be admitted to a Supplementary Examination and at the next Annual Examination in that subject and if he passes in it, he shall, if he has also obtained the aggregate marks prescribed in Clause 11 above, be deemed to have passed the examination. If he fails to do so, or fails to appear in both the examinations, he shall have to appear in all the subjects *de novo*.

Provided that Academic Council may extend this period in the case of member of the regular armed forces, who is unable, owing to defence exigencies, to avail himself of a chance within this time.

Provided further that a candidate who has obtained a minimum of 40% marks in Part-II shall be allowed exemption in that Part when re-appearing in the Part-I as an ex-student in terms of Clause 7.

13. The Controller of Examinations shall publish the result of the Examination four weeks after the termination of the examination, or as soon as is possible.

14. Successful candidates shall be classified as under :-

- | | |
|---|----------------------|
| (a) 60% marks and above | ... First Division. |
| (b) 50% marks and above but below 60% marks | ... Second Division. |
| (c) Below 50% marks | ... Third Division. |

15. Each successful candidate shall be awarded a Degree stating the division obtained.

♦16. A candidate who has already passed B.Ed./B.Ed. (Special Education) from this University or any of the State University of Haryana may appear in any additional teaching subject of B.Ed. examination subsequently except the subjects in which he/she has already passed the examination on submission of the prescribed examination form and payment of admission fee as prescribed by the university from time to time.

Provided that : -

- (i) in the case of a teaching subject, he must have already passed the degree examination in that subject;
- (ii) in addition to the Written Paper of the Teaching subject, the candidate shall undergo a practical test in the Teaching of the additional subject taken by him;
- (iii) Such candidates will be required to register themselves with any B.Ed. College of this University by paying a fee of Rs.200/- to the concerned College/Institution by 31st October of the respective session.

17. The minimum number of marks required to pass in the additional subject shall be 40 per cent.

♦ Amended vide Executive Council Resolution No.4(6) of 8.5.2012 w.e.f. session 2011-12.

ORDINANCE—BACHELOR OF EDUCATION (B.Ed.) (SPECIAL EDUCATION) EXAMINATION

1. The duration of the course of instruction for the Degree of Bachelor of Education (B.Ed.) (Special Education) shall be one academic year. There shall be actual teaching for a minimum period of 180 days in an academic year excluding the admission, preparation and examination days.

The examination shall be held once a year ordinarily in the month of April/May, on such dates as may be notified by the Controller of Examinations. A Supplementary Examination for compartment candidates only shall be held ordinarily in the month of September/October on Sundays such dates as may be notified by the Controller of Examinations.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

*3. The minimum qualification for admission to the course shall be as under :-

(a) B.Sc. or B.Sc.(Hons.) or B.Sc.(Home Science) or B.Sc. (Agriculture) or B.A. with Mathematics of Kurukshetra University or an examination recognised as equivalent thereto, with at least 50% marks in aggregate;

OR

(b) B.A. or B.A. (Hons.) or B.Com. Examination of Kurukshetra University or an examination recognised as equivalent thereto, with at least 50% marks in aggregate.

Note:- In case a candidate has passed the Master's Degree Examination also alongwith Bachelor's Degree, the higher percentage of marks obtained in any of the two will be taken into consideration while preparing the merit, if otherwise eligible.

4. No one who is in employment (whole-time, part-time, or honorary service) shall be allowed to join B.Ed.(Special Education)

*Amended vide Executive Council Resolution No.3(6) of 14.2.2011, w.e.f. the Session 2010-11.

course without taking leave from his institution/office, etc. for the full duration of the Course, i.e., from the date of commencement of the Academic Session to the conclusion of his examinations.

5. A person who possesses the qualifications laid down in Clause 3, and has been on the rolls of the University Department for the Course of B.Ed.(Special Education) during the Academic Year preceding the examinations, and produces the following certificates, signed by the Chairperson, Department of Education, shall be eligible to appear in the examination :-

- (i) of good character;
- (ii) of having undergone the Course of Training leading to Degree of Bachelor of Education (Special Education) for one academic year at the University Department.
- (iii) of having attended not less than 75% of the full course of lectures delivered in each subject, Tutorial and Practicals separately (the course to be counted up to the day before the commencement of the examination);
- (iv) of having submitted reports/assignments;
- (v) of having participated in : (a) Tutorials (b) Seminars (c) Games and Sports (d) Community living; and
- (vi) of having obtained at least 25% marks in the aggregate of all the subjects to be calculated on the combined results of the following :-
 - (a) the House Examination to be held in January—15 marks each of the Theory Papers only.
 - (b) one assignment of 10 marks for each paper as prescribed by the Academic Council from time to time.
 - (c) two Discussion lessons—Criticism lesson delivered by the students in the Elective School Subject—25 marks each.

6. A deficiency in the prescribed course (Lectures, Practicals or Tutorials) may be condoned by the Chairperson, Department of Education as under :-

- (a) Lectures : Up to 15% of the lectures delivered in each subject.
- (b) Practicals : Up to 5 % in each subject/Practical.
- (c) Tutorials : Up to 15%.
- (d) Assignments : No condonation.

7. A student who has completed the prescribed course but does not appear in the examination, or, having appeared in the examination, has failed, may be allowed on the recommendation of the Chairperson, Department of Education, to appear in the examination as an ex-student for three consecutive years without attending a fresh course of instruction.

Provided that a student who is unable to appear in the Annual Examination due to shortage in attendance and has complied with the requirements in Clause 5(vi) can take the examination in the following years subject to fulfilling the condition of attendance.

8. The amount of examination fee to be paid by a candidate shall be as prescribed by the Controller of Examinations from time to time.

9. The examination shall be held according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the Scheme and Syllabus prescribed by the University for regular students appearing for that examination, provided that the Scheme and Syllabus for the candidates for the compartment examination to be held in September shall be the same as was in force for the regular students in the last Annual Examination.

10. The medium of examination shall be as under :-

- (a) the question-paper shall be set both in English and Hindi, except the language paper which will be set in the language concerned.

- (b) the candidate shall write their answers in English or Hindi.

11. The minimum number of marks required to pass the examination shall be 35% in each subject (Written and Practical separately) and 40% in the aggregate.

12. A candidate who has failed in one subject only obtaining not less than 40% marks in the total of the papers in which he has passed, may be admitted to a Supplementary Examination and at the next Annual Examination in that subject and if he passes in it, he shall, if he has also obtained the aggregate marks prescribed in Clause 11 above, be deemed to have passed the examination. If he fails to appear in both the examinations, he shall have to appear in all the subjects *de novo*.

Provided that the Academic Council may extend this period in the case of a member of the regular armed forces, who is unable, owing to defence exigencies, to avail himself of a chance within this time.

Provided further that a candidate who has obtained a minimum of 40% marks in Part-II shall be allowed exemption in that part when re-appearing in the Part-I as an ex-student in terms of Clause 7.

13. The Controller of Examinations shall publish the result of the Examination four weeks after the termination of the examination, or as soon as possible.

14. Successful candidates shall be classified as under :-

- | | |
|---|----------------------|
| (a) 60% marks and above | ... First Division. |
| (b) 50% marks and above but below 60% marks | ... Second Division. |
| (c) Below 50% marks | ... Third Division. |

15. Each successful candidate shall be awarded a degree stating the division obtained.

***ORDINANCE—SHIKSHA SHASTRI EXAMINATION**

1. The duration of the course of instruction for the Degree of Shiksha Shastri shall be one academic year. The examination shall ordinarily be held annually in the month of April/May, on the dates notified by the Controller of Examinations.

2. Supplementary examination for compartment candidates only will be held in December/January in the same year on the dates notified by the Controller of Examinations.

3. The last date(s) by which the Examination Forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

♦4. A person who has passed Shastri (3 Year) or B.A. with Sanskrit or M.A. (Sanskrit) Examination from this University or an examination from any other University, recognised by this University as equivalent thereto, with at least 50% marks in the aggregate.

Note: (1) There shall be no rounding of percentage of marks of the qualifying examination from 0.5% and above to next higher number for determining the eligibility i.e. 49.5% and above will not be rounded to 50%.

(2) Minimum pass marks for SC/ST candidates.

(3) 45% marks for Blind/Physically and Visually Handicapped candidates.

5. The examination shall be open to a regular student who :

(a) has passed the requisite qualifying examination as laid down in clause 4 above, or is covered under clause 8 below ; and

(b) has his/her Examination form submitted to the Examination Branch duly signed by the Principal of the

*Approved vide Executive Council Resolution No.11(15) of 3.12.2008, w.e.f. the Session 2007-08.

♦ Amended vide Executive Council Resolution No.6(19) of 28.3.2012 , w.e.f. the session 2010-11.

recognized College concerned with the following certificates :

- (i) of good character;
- (ii) of having undergone the Course of Training for the Degree of Shiksha Shastri for one academic year at a college recognized for this examination;
- (iii) of having attended not less than 75% of the full course of lectures delivered in each subject, Practical and Sessionals separately (the course to be counted up to the day before the commencement of the examination);
- (iv) of having delivered 80 lessons (40-each) of optional teaching subjects in the actual class-room situation;
- (v) of having submitted reports on sessional activities (compulsory & optional); and
- (vi) of having participated in (a) Tutorials (b) Seminars (c) Games and Sports (d) Community living etc.

6. A deficiency in the prescribed course (Lectures, Practicals or Sessionals) may be condoned by the Principal of the College concerned as under :

- | | |
|---|---|
| (a) Lectures | Up to 15% of the lectures delivered in each subject |
| (b) Skill in teaching (teaching practice) | Up to 15% in each subject/Practical |
| (c) Practicals (Sessionals) | Up to 15% |

7 The examination shall be held according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination or having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the Scheme and Syllabus prescribed by the University for regular students appearing for that examination, provided that the Scheme and Syllabus for the compartmental candidates shall be the same as was in force for the regular students in the last Annual Examination.

8.1 A student who has completed the prescribed course of instruction in the recognized College, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Principal of the College concerned to appear in the examination, as an ex-student for three consecutive years, without attending a fresh course of instruction.

8.2 A candidate, who has failed in one subject only, obtaining not less than 50% marks in the total of the papers in which he/she has passed, may be admitted to a Supplementary Examination and at the next Annual Examination in that subject and if he/she passes in it, he/she shall, if he/she has also obtained the aggregate marks, prescribed in clause 11 below, be deemed to have passed the examination. If he/she fails to do so, or fails to appear in both the examinations, he/she shall have to appear in all the subjects *de novo*.

9. The amount of examination fee to be paid by a candidate shall be as prescribed by the University from time to time.

A candidate, who appears in one or more paper(s)/practical(s) for the purpose of passing, shall pay fee as for the whole examination.

10. The medium of examination shall be as under :

- (a) The question papers shall be set both in English and Hindi except for languages in which they shall be set as under :
 - (i) For 'Teaching of English' - English
 - (ii) For 'Teaching of Hindi' - Hindi
 - (iii) For 'Teaching of Sanskrit' - Sanskrit
- (b) The candidates may write their answer in English or Hindi except the following :
 - (i) In English in the subject of 'Teaching of English'
 - (ii) In Hindi in the subject of 'Teaching of Hindi'
 - ♦(iii) In Devnagri (Sanskrit or Hindi) in the subject of 'Teaching of Sanskrit'.

♦ Amended vide Executive Council Resolution No.18(21) of 27.11.2009.

11. The minimum number of marks required to pass the examination shall be 45% in each subject (Written and Practical separately) and 50% in the aggregate.

12. As soon as possible, after termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

13. The result of the candidates who have passed the Shiksha Shastri Examination, shall be classified into divisions, on the basis of the aggregate marks obtained in the examination, and the division obtained by the candidates will be stated in their degree, as under :

- | | |
|---|---------------------|
| (a) 60% or more marks | ...First Division. |
| (b) 50% or more but less than 60% marks | ...Second Division. |

***ORDINANCE—BACHELOR OF EDUCATION (B.Ed.) EXAMINATION**
(2-year Programme through Distance Education)

1.1 The duration of the course of instruction for award of degree of Bachelor of Education (B.Ed.) through Distance Education, shall be two academic years. The instruction will be provided through the supply of printed study material and/or books published by eminent author(s) and/or electronic study material, evaluation of response sheets, counseling of students by the teachers/course co-ordinator or through any other method, as may be deemed necessary for promoting learning by the Directorate from time to time.

1.2 The examination shall be held annually in two Parts, i.e., First Year (Part-I) at the end of the course of First Year and Second Year (Part-II) at the end of the course of Second Year, ordinarily in the month of May/June.

1.3 Supplementary Examination will be held in December/January in the same year for candidates who have failed in not more than 50% papers of the Annual Examination.

1.4 The dates of examination fixed under above clause shall be notified by the Controller of Examinations.

2. The last date(s) by which the examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in the K.U. Cal. Vol.II.

3. The minimum qualifications/eligibility for admission to Part-I of the course, shall be as under :-

- (i) Bachelor/Master's Degree of a recognized University with atleast 45% marks in aggregate (40% in case of SC/ST students).
- (ii) 2 years in-service working teaching experience in any recognized Government-Aided/private school/ educational Institution in the State of Haryana.

*Approved vide Executive Council Resolution No.3(7) of 11.10.2008, w.e.f. the Session 2007-08.

4.1 A candidate who has passed B.Ed. Part-I examination of this University shall be eligible to join Part-II class in the Directorate of Distance Education.

4.2 A student who has passed in at least 50% papers of Part-I obtaining not less than 40% marks in the total of the papers in which s/he has passed, shall be eligible to join Part-II class provisionally. Such a candidate shall be allowed to be admitted to the Supplementary Examination and at the next annual examination in re-appear paper(s). If s/he fails to pass or fails to appear in the re-appear subject(s) in the second chance, his/her result for the Part-II examination shall be cancelled and s/he shall not be allowed to appear for the Part-II examination till s/he has passed the Part-I examination. If s/he has passed in the Part-II examination his/her result shall be declared provisionally subject to his/her passing Part-I examination within the permissible chances under clause 7 as an ex-student.

5.1 Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise, by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students of the Directorate of Distance Education appearing for that examination.

5.2 Evaluation of answer books of theory papers shall be done by external examiners to be approved by Board of Under-graduate Studies of Faculty of Education.

5.3 Assignments and activity reports shall be evaluated by the faculty of the Study Centre and the Directorate of Distance Education.

6. The examination in Part-I/II shall be open to a student who :

- a) has passed the requisite qualifying examination as laid down in clause 3 if he/she is a candidate for Part-I or is covered under 4 above if s/he is a candidate for Part-II, as the case may be;
- b) has remained on the rolls of Directorate of Distance Education during the academic year preceding the examination; and

- c) has his/her Examination form submitted to the Results Branch through Director (DE) and produces the certificates of :-
- (i) having attended the Personal Contact Programme (PCP) at the designated study centre for theory as well as practical papers;
 - (ii) submitted assignments and activity report as per scheme of examination; and
 - (iii) completed 40 lessons during teaching practice in a school approved by the Co-ordinator of the study centre.
- (d) The deficiency in the prescribed attendance at PCP may be condoned by the Director (DE) up to the limit for condonation of lectures in PCP as prescribed from time to time.

7.1 A student who has completed the prescribed course of instruction in the Directorate of Distance Education for Part-I/Part-II examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Director of the Distance Education, to appear/re-appear in the said examination/paper(s), as the case may be, as an ex-student without attending a fresh course of instruction, only thrice, subsequent to the Annual Examination in which s/he was due to appear. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s)/practical(s) in which s/he has obtained at least 40% marks.

7.2 A candidate who fails to pass B.Ed. Examination within a period of five years of his/her admission to the course, shall be required to repeat the course *de novo*.

8. The amount of examination fee to be paid by a candidate for each Part shall be as prescribed by University from time to time.

A candidate, who re-appears in one or more paper(s)/practical(s)/part(s) for the purpose of passing, shall pay fee as for the whole examination.

9. The medium of examination shall be as under :

- (a) The question paper shall be set both in English and Hindi except for languages in which they shall be set as under :
 - (i) For 'Teaching of English' - English
 - (ii) For 'Teaching of Hindi' - Hindi
- (b) The candidates shall write their answer :-
 - (i) In English in the subject of 'Teaching of English'
 - (ii) In Hindi in the subject of 'Teaching of Hindi'
 - (iii) In English or Hindi in case of other subjects

10. The minimum marks required to pass the examination in each Part shall be as under :-

- (i) 33% in each subject (written and practical separately).
- (ii) 40% in aggregate.

11. As soon as possible, after termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed Marks Cards.

12. The result of the candidates who have passed both the Parts shall be classified into divisions, as under, on the basis of the aggregate marks obtained in Part-I and Part-II examinations taken together, and the division obtained by the candidate will be stated in his/her degree :

- (a) Candidates who pass both the Parts in the first attempt and within normal duration of the course, i.e., one year obtaining 75% or more marks of the aggregate, shall be declared to have passed with 'Distinction'.
- (b) 60% or more marks ...First Division.
- (c) 50% or more but less than 60% marks ...Second Division.
- (d) Below 50% marks ...Third Division.

13. A person who has already passed B.Ed. (2-year course) may offer as an additional subject, any of the subjects offered by the

Directorate or B.Ed. regular course of this University, other than those in which he has already passed. However, no study material will be supplied by the Directorate. S/he may be permitted to the examination on submission of application on the prescribed form and on payment of admission fee as prescribed by the University, provided that—

- (i) in case of a teaching subject, the candidate must have already passed the Degree examination in that subject;
- (ii) in addition to the written paper of the teaching subject, the candidate shall undergo a practical test in the Teaching of the additional subject(s) taken by him/her;
- (iii) such candidates will be required to register themselves with any B.Ed. college of this university by paying a fee of Rs.1000/- to the concerned College/Institution by 31st October of the respective session;
- (iv) the minimum number of marks required to pass in the additional subject shall be 40%.

14. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

***ORDINANCE—BACHELOR OF COMMERCE (B.Com.) EXAMINATION**
(Under 10+2+3 Scheme) (Semester System)

1.1 The duration of the course of instruction for award of Bachelor of Commerce (B.Com.) Degree shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Examinations for the First, Third and Fifth Semesters shall be held in December/January and for the Second, Fourth and Sixth Semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which Examination-forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3.1 A candidate who has passed one of the following examinations with English as one of the subjects shall be eligible to join the First Semester of the B.Com. course :

(a) Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or an examination recognized as equivalent thereto with at least 40% marks in the Commerce Group or 50% marks in the Non-Commerce Groups (Humanities & Science).

OR

(b) B.Com. Part-I Examination under old scheme of Kurukshetra University; or an examination recognized as equivalent thereto :

♦3.2 A candidate who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana, or equivalent examination of another University/Board obtaining at least 40% marks in the aggregate in Commerce Group or 50% marks in Non-Commerce Group (Humanities & Science), may be allowed to read provisionally for the B.Com. 1st Semester class.

*Approved vide Executive Council Resolution No.5(19) of 9.6.2010, w.e.f. the session 2009-10.

♦ Amended vide Executive Council Resolution No.4(13) of 8.5.2012.

Such a candidate shall be allowed to clear the compartment/reappear subject before commencement of the examination of Ist semester of the B.Com Course of the University. If a candidate does not clear his/her compartment/reappear subject even before commencement of the Ist Semester examination, his/her provisional admission to B.Com.(Part-I) shall be cancelled *ab initio*. However, the Vice-Chancellor may relax it, in hard & exceptional cases, on the recommendations of a committee to be constituted by the Vice-Chancellor.

3.3 In case of the candidate who has been placed under compartment/re-appear in one subject only in the qualifying examination and seeks admission to B.Com. First Semester course under above clause, the required percentage of marks for admission shall be determined by taking into account the minimum pass marks in compartment/re-appear subject.

3.4 A candidate of another University/Board who did not pass in the subject of English or any one deficient subject in the Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana or in an examination recognised as equivalent thereto, may be allowed to join the B.Com. First Semester class provisionally subject to his qualifying in the subject of English or any one deficient subject of 10+2 standard examination at the :

(a) Supplementary examination of the same year;

OR

(b) Annual Examination of the following year.

Provided that his result of B.Com. Semesters I and II Examinations shall be declared only after he has qualified in the required subject. If he does not clear the subject of English or any one deficient subject even in the second chance, his provisional admission/result of B.Com. I and II Semesters shall be cancelled *ab initio*.

4.1 A candidate who has passed the Semester I and II or III and IV from this University shall be eligible to join the Semester III and V respectively of the course. This is, however, subject to the provisions made under clause 8.

4.2 A candidate who has passed B.Com. Part-I/Part-II (under 10+2+3 Scheme) Examination of this University or an examination recognised as equivalent thereto, shall also be eligible to join III/V Semester of the B.Com. course, as the case may be.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

^6.1 20% marks in each theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

- (i) Two handwritten Assignments : 50%
(1st Assignment after one month &
2nd Assignment after two months)
- (ii) One Class test : 25%
(one period duration)
- (iii) Attendance : 25%

Marks for Attendance will be given as under :

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Principal.

6.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Principal of the College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination

6.3 The Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been

^Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

7.1 The First/Second/Third/Fourth/Fifth/Sixth Semester examinations shall be open to a regular student who :

- (a) has passed, not less than one academic year previously, the requisite qualifying examination as laid down in Clause 3, or is covered under clause 4 or 8;

In the case of a candidate, who passed the requisite examination, under the rules relating to Re-appear/Compartment, the period of one academic year shall be counted from the examination in which he/she is placed first under Re-appear/Compartment.

- (b) has remained on the rolls of the College during one Semester preceding the examination; and
- (c) has his/her Examination form submitted to the Examinations Branch through the Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered to his class in each of the subjects offered in each Semester (the course to be counted up to the day before the commencement of the examination).

Provided that a candidate who has not attended the requisite percentage of lectures shall not be eligible to take the Semester Examination in the concerned paper unless he/she repeats the course in that paper(s) and obtains requisite attendance.

7.2 The Principal of the College, shall have authority to condone deficiency upto 15% of the total number of lectures and of tutorials, held in each subject.

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that, a student who participates in the Inter-university Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the

Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

♥8.1 If a candidate has, after attending the course of studies in the college and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the college. Such a candidate may in the meantime, pursue his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Principal of the College concerned. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s)/practical(s) in which he/she has obtained pass marks.

^Provided that after completion of their regular studies for the whole duration of the course upto 6th semester, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time.

8.2 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth semesters) within six years of his admission to the course, shall be required to repeat the course *de novo*.

9. After passing Semester I and II of B.Com. examination no student shall be allowed to change his Faculty from B.Com. to B.A./B.Sc.(General).

10. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s) for the purpose of passing/improvement of division/result, shall pay fee as for the whole examination.

♥ Amended vide Executive Council Resolution No.6(20) of 28.03.2012 with immediate effect.

^ Amended vide Executive Council Resolution No.6(20) of 28.03.2012 with immediate effect.

11. The medium of instruction for B.Com. Course shall be Hindi.

The medium of examination shall be as under :-

- (a) The question-papers shall be set both in English and Hindi except in the case of –
 - (i) Sanskrit in which question-papers shall be set in Devnagri; and
 - (ii) Other languages, in which the question-papers shall be set in the language concerned.
- (b) The candidates shall write their answers :-
 - (i) in English in the case of English;
 - (ii) in English, Hindi, Panjabi or Urdu in the case of other subjects.

♥12.1 The minimum number of marks required to pass the examination in each Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Project Report/Training Report or Viva-Voce examination;
- (iii) 40% in the aggregate of Sessionals and examination for each theory/practical subject

12.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

13. Where in the case of paper/option prescribed for B.Com. Examination no arrangement(s) for instructions exists in a recognized College or in a College maintained by the University, the Academic Council may permit a candidate to appear in that paper/option as a private candidate.

14. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates. The Detailed-Marks-Cards will be issued by the Results Branch.

♥ Amended vide Executive Council Resolution No.3(2) of 31.10.2013 w.e.f. session 2013-14

15. The successful candidates of Sixth Semester Examination shall be classified into division on the basis of the aggregate marks obtained by them in the First, Second, Third, Fourth, Fifth and Sixth Semester examinations taken together and the division obtained by them will be stated in their Degree, as under :

- (a) Candidates who pass all the six Semester examinations at the first attempt and within minimum duration of the course i.e. three years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'.
- (b) 60% or more marksFirst Division.
- (c) 50% or more but less than 60% marksSecond Division.
- (d) Below 50% marksThird Division.

Provided that in the case of candidates who join Semester III/V class after passing Part-I(Semester I and II)/Part-II (Semester I to IV) examination from another University, the marks obtained in Part-I (Semester I and II)/Part-II (Semester I to IV), as the case may be, shall be counted towards his/her division by increasing or decreasing proportionately the marks obtained at other University in proportion to the maximum marks prescribed by this University for that Semester(s)/Part(s).

16. A candidate who has passed B.Com. Examination of this University and is desirous of improving his/her performance/result/division, will be allowed within the next four Semester examinations of passing the Sixth Semester examination to appear as an ex-student in one or more theory paper(s) of any one or two Parts, out of Part-I (Semester I & II), Part-II (Semester III & IV) and Part-III (Semester V & VI) separately in four consecutive Semester examinations and shall pay examination fee as for the whole Semester examination in which he/she opts to appear. The result of such a candidate shall be declared only if he/she improves his/her result in the aggregate of the whole six Semester examinations, by taking into account the marks obtained by him/her in the paper(s)/Semester(s) in which he/she re-appears and the marks obtained by him/her earlier in the remaining paper(s)/Semester(s) etc. In case, where there are more than one papers in any subject and the candidate appears in one or two papers of that subject, the benefit of increased marks in those papers will also be allowed for improvement of performance/result/division. The fact that the candidate has improved the result shall be mentioned in the Detailed-Marks-Card.

Such candidates shall take the examination according to the syllabus in force for the regular students for that Semester examination.

17. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of the B.Com. Course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

Transitory provision :

Candidates admitted to the B.Com. Part-I/II/III course under Annual System in the academic session 2008-09 or earlier shall be governed by the old rules.

ORDINANCE—BACHELOR OF COMMERCE (B.Com.) EXAMINATION
(Under 10+2+3 Scheme) (Annual System)

The term “B.Com.” wherever used in this Ordinance will refer to corresponding clause under the B.Com. “new scheme” under 10+2+3 system of education. The words “old scheme” will refer to the pattern of 10+1+3 scheme of examination.

1.1 The duration of the course of instruction for the Bachelor of Commerce (B.Com.) Examination shall be three years and the examination shall be held in three parts, viz., Part-I at the end of the course of First Year, Part-II at the end of the course of Second Year and Part-III at the end of the course of Third Year.

1.2 The examination in Parts-I, II and III, shall ordinarily be held once a year in April on the dates fixed by the Vice-Chancellor.

For candidates placed in compartment a Supplementary Examination shall be held ordinarily in the month of September of the same year on dates fixed by the Vice-Chancellor.

2. The schedule of dates fixed in accordance with Clause 1 shall be notified by the Controller of Examinations to all the recognised Colleges.

3. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

4. A person who has passed any of the following examinations with English as one of the subjects, shall be eligible to join the First Year (Part-I) Class of the Bachelor of Commerce Course :

- (a) Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana; or an examination recognised by the Academic Council as equivalent thereto with at least 40% marks in the Commerce Group or 50% marks in the Non-Commerce Groups (Humanities & Science);

*Provided that a candidate who has passed Bachelor’s Preparatory Programme, conducted by the Directorate of Distance Education of the Kurukshetra University opting

* Added vide Executive Council Resolution No.7 of 22.8.2007.

preparatory course in Commerce and any one out of the remaining two courses i.e., General Mathematics or Social Sciences, shall be eligible to join Part-I class of B.Com. in the Directorate of Distance Education only.

OR

- (b) B.Com. Part-I Examination under the old scheme of Kurukshetra University; or an examination recognised by the Academic Council as equivalent thereto.

5. A person who has passed one of the following examinations with English as one of the subjects, shall be eligible to join Second Year (Part-II) Class of the Bachelor of Commerce Course :-

- (a) Bachelor of Commerce (B.Com.) Part-II of Kurukshetra University or Maharshi Dayanand University under old scheme;

OR

- (b) Bachelor of Commerce (B.Com.) Part-I Examination under 10+2+3 Scheme of Kurukshetra University or another recognised University.

6. A person who has passed Bachelor of Commerce Part-II (Under 10+2+3 Scheme) Examination from this University or another recognised University shall be eligible to join the Third Year Class of the Bachelor of Commerce Course.

7.1 A candidate who is placed under compartment in one subject only in the lower examination of this University may be allowed to read for the next higher class and to clear the compartment subject in two consecutive chances but if he fails to pass or fails to appear for the compartment subject at the second chance, his result for the higher examination shall, unless he has passed in that examination, be cancelled and he shall not be allowed to appear for the same till he has passed in the lower examination. If he has passed in the higher Examination, his result for the same shall be declared provisionally subject to his passing the lower examination, in the number of chances normally allowed under Clause 9.4 below, as an ex-student, but while he takes these chances, he shall not be allowed to take the higher examination or to study for any higher course.

7.2 A candidate who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana or equivalent examination of another University/Board obtaining at least 40% marks in the aggregate in Commerce Group or 50% marks in Non-Commerce Groups, (Humanities & Science), may be allowed to read provisionally for the B.Com. Part-I class. Such a candidate shall be allowed to clear the Compartment/re-appear subject in two consecutive chances from the concerned University/Board. If such candidates fails to clear/qualify in the compartment/re-appear subject at the supplementary examination, he shall be permitted to continue his studies for B.Com. Part-I class and to appear again in the compartment/re-appear subject alongwith B.Com. Part-I examination at the Annual Examination. If he does not clear his compartment/re-appear subject even in the second chance his provisional admission/result of B.Com. Part-I shall be cancelled *ab initio*.

Similar concession will be granted to students joining B.Com. Part-II Class.

Similar concession will also be granted to a student joining B.Com. Part-III class after having been placed under compartment/re-appear in one subject only in B.Com. Part-II Examination under new scheme of other Universities under Clause 6.

8. The examination in Part-I/II/III shall be open to a student who –

- (a) has passed, not less than one academic year previously, the requisite examination as laid down in Clauses 4,5 and 6 above or covered under Clause 7 above.

In the case of a candidate who passed the requisite examination, under the rules relating to compartment, the period of one academic year shall be counted from the examination in which he is first placed under compartment.

- (b) has his name submitted to the Controller of Examinations by the Principal of the College he has most recently attended and produces the following certificates signed by the Principal of that college of having :-
 - (i) remained on the rolls of a recognised College for the academic year preceding the examination;

- (ii) satisfactorily performed the work of his class;
- (iii) attended not less than 75% of the full course of lectures and tutorials delivered to his class in each of the subjects offered (the course to be counted up to the day before the commencement of the examination); and
- * (iv) obtained at least 15% marks in each subject and 20% marks in the aggregate of all the subjects to be calculated on the combined results of –
 - (1) two Class-Tests held in September to November; and
 - (2) the House Examination held latest by December/January preceding the Annual Examination.

♥ **Explanation :**

The total score of the class-tests and House Examination will be 100 as detailed below : -

	<u>Test/Exam</u>	<u>No.</u>	<u>Duration</u>	<u>Marks</u>	<u>Total</u>
(i)	Class Tests	2	45 minutes (each)	10 (each)	20
(ii)	House Exam.	1	3 Hours	80	<u>80</u> <u>100</u>

For example, one student gets 10 marks in two class-tests and 70 marks in the House Examination, his score will be 80 and he will get weightage of 4 marks $\frac{80 \times 5}{100}$.

♥9. There shall be 10 marks or 10% marks for Internal Evaluation based upon attendance and Class-Tests/House Examination in each theory paper, as under : -

- (a) Attendance = 5% or 5
- (b) Class Tests/House Examination = 5% or 5

* Amended vide Executive Council Resolution No.2(2) of 30.9.2003, w.e.f. the Session 2003-04.

♥ Amended vide Executive Council Resolution No.18(13) of 30.12.2003, w.e.f. the Session 2004-05.

The weightage of 5% marks for attendance will be given only to those students who have attended more than the minimum requirement of 75% Lectures in each theory paper. For example, one student has 76% attendance in each paper, he will be awarded $\frac{(76 \times 5)}{100}$ 3.8 say 4 marks.

The weightage of remaining 5% will be based on the marks obtained by the students in two Class-Tests/ House examinations as detailed above. Fraction of marks below half (0.5) shall be ignored and fraction of half (0.5) and above will be counted to the next whole.

The marks obtained by the candidates of Directorate of Distance Education out of 90 in Annual Examination will, however, be increased proportionately as having been obtained out of 100.

10.1 A student who is unable to appear in the Annual Examination due to shortage in attendances and has complied with the requirement under Clause 8 (b) (iv) above, may be exempted from this requirement when taking the examination in the following year as an ex-student in terms of Clause 11 below.

10.2 A student who has completed the required percentage of lectures but has failed to comply with the requirement under Clause 8 (b) (iv) above, may be allowed, on the recommendation of the Principal of the College concerned, to appear as an ex-student in the following year.

10.3 A student who is unable to appear in an examination owing to shortage of lectures, etc. in the subject(s) and has also not complied with the requirement under Clause 8 (b) (iv) above, may be allowed to appear in that examination, in the following year, if he makes up the deficiency in lectures etc., in accordance with the Ordinance relating to 'Condoning Deficiency in Lectures etc.'

10.4 A student who has completed the prescribed course of instruction in a recognised College for Part-I/II/III Examination, but does not appear in it, or, having appeared fails, may be allowed, on the recommendation of the Principal of the College concerned, three consecutive chances to appear in the examination as an ex-student, without attending a fresh course of instruction.

11. The Principal of the College, shall have authority to condone deficiency up to 15% of the total number of lectures and of tutorials, held in each subject.

12. Where in the case of paper/option prescribed for B.Com. Examination no arrangement(s) for instructions exists in a recognised College or in a College maintained by the University, the Academic Council may permit a candidate to appear in that paper/option as a private candidate.

13. After passing B.Com. Part-I Examination, no student shall be allowed to change his Faculty from B.Com. to B.A./B.Sc.(General) or vice-versa.

14. The amount of examination fee for each part shall be the same as prescribed by the Examination Branch from time to time.

15. The medium of instruction for B.Com. Course shall be Hindi.

The medium of examination shall be as under :-

- (a) The question-papers shall be set both in English and Hindi except in the case of —
 - (i) Sanskrit in which question-papers shall be set in Hindi; and
 - (ii) Other languages, in which the question-papers shall be set in the language concerned.
- (b) The candidates shall write their answers :—
 - (i) in English in the case of English;
 - (ii) in English, Hindi, Panjabi or Urdu in the case of other subjects.

16. Every candidate shall be examined according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student, according to the Scheme and Syllabus prescribed by the University for regular students appearing for that examination, provided that the scheme and syllabus for the candidate for the compartment examination to be held in September shall be the same as was in force for the regular students in the last Annual Examination.

♦17.1 The minimum number of marks required to pass the examination in each Part/Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed;
- (iii) 40% in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject.

♦17.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

18.1 A candidate who has failed in one paper only, may be admitted to the Supplementary Examination held in the same year and/or at the next Annual Examination in that paper, and if he passes in the same paper, he shall be deemed to have passed the examination. If he fails or fails to appear in both these examinations, he shall have to appear in all the papers *de novo*.

Provided that the Academic Council may extend this period, in the case of a member of the Regular Armed Forces, who is unable, owing to defence exigencies, to avail himself of a chance within this time.

18.2 A candidate who appears in the compartment paper at the Supplementary or the Annual Examination under Clause 18.1 above shall be required to pay admission fee as for the whole examination and he shall not be eligible for a Scholarship, a Prize or a Medal.

19. A candidate who is to re-appear in one paper only in Part-I/II under Clause 18 above shall be eligible to join provisionally the next higher class, but if he fails to qualify in the compartment paper at the Supplementary Examination, he shall be permitted to appear again in that paper alongwith the examination for the next Part at the next Annual Examination. If he fails to pass or fails to appear for the compartment

♦Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14

paper even at the second chance, his result for the higher examination shall, unless he has passed in that examination, be cancelled and he shall not be allowed to appear for the same till he has passed in the lower examination. If he has passed in the higher examination, his result for the same shall be declared provisionally subject to his passing the lower examination in the number of chances allowed under Clause 10.4 above, as an ex-student, but while he takes these chances, he shall not be allowed to take higher examination or to study for any higher course.

20. The successful candidates shall be classified as under on the total aggregate number of marks obtained in Part-I, II and III examinations taken together :

- | | |
|--|---------------------|
| (a) Those who secure 60% or more of the total marks | ...First Division. |
| (b) Those who secure 50% or more but below 60% marks | ...Second Division. |
| (c) Those who secure below 50% of the total marks | ...Third Division. |

Provided that in the case of candidates who join Part-II/III Class after having passed B.Com. Part-I/II Examination from any other University or any other examination recognised as equivalent thereto, the marks obtained in B.Com. Part-I/II shall be counted towards his division by increasing or decreasing proportionately the marks obtained at the other University in proportion to the maximum marks prescribed by this University for that Part(s).

*21. A candidate who has passed B.Com. Examination from this University and is desirous of improving his performance/result/division, will be allowed within the next two Annual Examinations of passing the examination to appear as an ex-student in one or more theory paper(s) of any one or two Parts, out of Part-I, II & III separately in two consecutive Annual Examinations and shall pay examination fee as for the whole examination in which he opts to appear. The result of such a candidate shall be declared only if he improves his result in the aggregate of the whole examination, by taking into account the marks obtained by him in the paper(s)/Part(s) in which he re-appears and the marks obtained by him earlier in the remaining paper(s)/Part(s) etc. In case, where there are more than one paper in any subject and the candidate appears in one or

* Amended vide Executive Council Resolution No15(10) of 31.12.2005

two papers of that subject, the benefit of increased marks in those papers will also be allowed for improvement of performance/ result/ division. The fact that the candidate has improved the result shall be mentioned in the Detailed-Marks-Card.

Such candidates shall take the examination according to the syllabus in force for the regular students for that Annual Examination.

22. Four weeks after the termination of the examination or as soon thereafter as is possible, the Controller of Examinations shall declare the result of the examination. Each successful candidate at Part-III (Final) Examination shall receive, in addition to a degree, Detailed-Marks-Card.

23. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination(s) held during or at the end of academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

***ORDINANCE—BACHELOR OF COMPUTER APPLICATIONS (BCA)
EXAMINATION (*Semester System*)**

1.1 The duration of the course of instruction for award of Bachelor of Computer Applications (BCA) Degree shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Examinations for the First, Third and Fifth Semesters shall be held in December/January and for the Second, Fourth and Sixth Semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3.1 A candidate who has passed 10+2 examination or any other examination recognized as equivalent thereto, with Mathematics as one of the subjects obtaining at least 50% marks in the aggregate, shall be eligible to join First Semester of the course.

♦3.2 A candidate who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana, or equivalent examination of another University/Board obtaining at least 50% marks in aggregate, may be allowed to read provisionally for the BCA I Semester Class. Such a candidate shall be allowed to clear the compartment/reappear subject before commencement of the examination of Ist semester of the BCA Course of the University. If a candidate does not clear his/her compartment/reappear subject even before commencement of the Ist Semester examination, his/her provisional admission to BCA Course (Part-I) shall be cancelled *ab initio*. However, the Vice-Chancellor may relax it, in

* Approved vide Executive Council Resolution No.5(19) of 9.6.2010, w.e.f. the Session 2009-10.

♦ Amended vide Executive Council Resolution No.4 (13) of 8.5.2012.

hard & exceptional cases, on the recommendations of a committee to be constituted by the Vice-Chancellor.

3.3 A candidate of another University/Board who did not pass in the subject of English or any one deficient subject in the Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana or in an examination recognised as equivalent thereto, may be allowed to join the BCA First Semester class provisionally subject to his qualifying in the subject of English or any one deficient subject of 10+2 standard examination at the :

(a) Supplementary examination of the same year;

OR

(b) Annual Examination of the following year.

Provided that his result of BCA Semesters I and II Examinations shall be declared only after he has qualified in the required subject. If he does not clear the subject of English or any one deficient subject even in the second chance, his provisional admission/result of BCA I and II Semesters shall be cancelled *ab initio*.

4.1 A candidate who has passed the Semester I and II or III and IV from this University shall be eligible to join the Semester III and V respectively of the course. This is, however, subject to the provisions made under clause 8.

4.2 A candidate who has passed BCA Part-I/Part-II Examination of this University or of another recognized University, shall also be eligible to join III/V Semester of the BCA course, as the case may be, subject to the provisions made under clause 8.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

♦6.1 20% marks in each theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

- (i) Two handwritten Assignments : 50%
(1st Assignment after one month &
2nd Assignment after two months)
- (ii) One Class test : 25%
(one period duration)
- (iii) Attendance : 25%

Marks for Attendance will be given as under :

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Principal.

^6.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Principal of the College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

6.3 The Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

^ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

7.1 The First/Second/Third/Fourth/Fifth/Sixth Semester examinations shall be open to a regular student who :

- (a) has passed, not less than one academic year previously, the requisite qualifying examination as laid down in Clause 3, or is covered under clause 4 or 8.

In the case of a candidate, who passed the requisite examination, under the rules relating to Re-appear/Compartment, the period of one academic year shall be counted from the examination in which he/she is placed first under Re-appear/Compartment.

- (b) has remained on the rolls of the College during one Semester preceding the examination; and
- (c) has his/her Examination form submitted to the Examinations Branch through the Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper in each Semester (the course to be counted up to the day before the commencement of the examination).

Provided that a candidate who has not attended the requisite percentage of lectures shall not be eligible to take the Semester Examination in the concerned paper unless he/she repeats the course in that paper(s) and obtains requisite attendance.

7.2 The Principal of the College, shall have authority to condone deficiency upto 15% of the total number of lectures, held in each paper.

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participates in the Inter-university Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

^8.1 If a candidate has, after attending the course of studies in the college and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the college. Such a candidate may in the meantime, pursue his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Principal of the College concerned. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s)/practical(s) in which he/she has obtained pass marks.

Provided that after completion of their regular studies for the whole duration of the course upto 6th semester, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time.

8.2 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth semesters) within six years of his admission to the course, shall be required to repeat the course *de novo*.

9.1 The Project Report will be initiated in the Third Semester of the course. The Topic and Supervisor of the Project Report shall be approved by the Principal of the College concerned.

9.2 The candidate shall be required to submit two copies of his/her Project Report in the Third year (V Semester) of the course. The last date for receipt of Project Report in the Secrecy Branch shall be 31st March of the year. Extension in date will be admissible as provided in the rules.

9.3 The Project Report will be completed under the Supervision of a teacher teaching the subject or the allied subject of the Institution concerned. The Project Report will be evaluated by single External Examiner.

9.4 The marks obtained by the candidate for the Project Report shall be taken into account in the final year of the course.

^ Amended vide Executive Council Resolution No.6(20) of 28.3.2012 with immediate effect.

10. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s) for the purpose of passing/improvement of division/result, shall pay fee as for the whole examination. A candidate who appears in the supplementary examination shall not be eligible for Scholarship, a Prize or a Medal.

11. The medium of instruction and examination shall be English.

♦12.1. The minimum number of marks required to pass the examination in each Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Project Report/Training Report or Viva-Voce examination;
- (iii) 40% in the aggregate of Sessionals and examination for each theory/practical subject

♦12.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks..

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates. The Detailed-Marks-Cards will be issued by the Results Branch.

14. The list of successful candidates of Sixth Semester Examination shall be arranged on the basis of the aggregate marks obtained in the First, Second, Third, Fourth, Fifth and Sixth Semester examinations taken together, and the division obtained by the candidate will be stated in the Degree, as under :-

- (a) Candidates who pass all the six Semester examinations at the first attempt and within minimum duration of the course i.e. three years, obtaining 75% or more marks of

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

the total aggregate, shall be declared to have passed with 'Distinction'.

- (b) 60% or more marksFirst Division.
- (c) 50% or more but less than 60% marksSecond Division.
- (d) Below 50% marksThird Division.

Provided that in the case of candidates who join Semester III/V class after passing Bachelor of Computer Applications Part-I(Semester I and II)/Part-II (Semester I to IV) examination from another University, the marks obtained in Part-I (Semester I and II)/Part-II (Semester I to IV), as the case may be, shall be counted towards his/her division by increasing or decreasing proportionately the marks obtained at other University in proportion to the maximum marks prescribed by this University for that Semester(s)/Part(s).

15. A candidate who has passed BCA Examination of this University and is desirous of improving his/her performance/result/division, will be allowed within the next four Semester examinations of passing the Sixth Semester examination to appear as an ex-student in one or more theory paper(s) of any one or two Parts, out of Part-I (Semester I & II), Part-II (Semester III & IV) and Part-III (Semester V & VI) separately in four consecutive Semester examinations and shall pay examination fee as for the whole Semester examination in which he/she opts to appear. The result of such a candidate shall be declared only if he/she improves his/her result in the aggregate of the whole six Semester examinations, by taking into account the marks obtained by him/her in the paper(s)/Semester(s) in which he/she re-appears and the marks obtained by him/her earlier in the remaining paper(s)/Semester(s) etc. In case, where there are more than one papers in any subject and the candidate appears in one or two papers of that subject, the benefit of increased marks in those papers will also be allowed for improvement of performance/result/division. The fact that the candidate has improved the result shall be mentioned in the Detailed-Marks-Card.

Such candidates shall take the examination according to the syllabus in force for the regular students for that Semester examination.

16. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of the BCA Course which is spread over more than one academic

year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

Transitory provision :

Candidates admitted to BCA Part-I/II/III course under Annual System in the academic session 2008-09 or earlier shall be governed by the old rules.

**ORDINANCE—BACHELOR OF COMPUTER APPLICATIONS
(BCA) EXAMINATION (*Annual System*)**

1.1 The duration of the Bachelor of Computer Applications (BCA) shall tentatively be of three academic years. The instruction shall be imparted by post through the Directorate of Distance Education and for regular course through recognised Colleges of the University. However, the instruction for the course teaching will be provided by the Directorate of Distance Education through supply of printed study material/lessons or through short-term Personal Contact Programme (PCP) or partially through supply of printed study material and partially through personal contact programme, as may be feasible to the Directorate from time to time.

1.2 The examination shall be held in three parts, viz., Part-I at the end of the First Year, Part-II at the end of the Second Year and Part-III at the end of Third Year, ordinarily in the month of April/May on the dates notified by the Controller of Examinations. Candidates for improvement of division/result will be allowed to take the examination at the Annual Examination only.

1.3 Supplementary Examination will be held ordinarily in October/November in the same year for re-appear candidates who have failed in not more than 50% papers in the Annual Examination, on the dates notified by the Controller of Examinations.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

3. A person who has passed 10+2 examination or any other examination recognized as equivalent thereto, with Mathematics as one of the subjects obtaining at least 50% marks in the aggregate, shall be eligible for the course. Provided that in the case of Directorate of Distance Education, the conditions of obtaining 50% marks in 10+2 examinations shall not be applicable.

4. A candidate who has been placed under compartment or re-appear in one subject only in 10+2 examination or any other examination recognised as equivalent thereto, obtaining at least 50% marks in the

Amended vide Executive Council Resolution No.13(3) of 29.10.2005 w.e.f. the Session 2005-2006.

aggregate, may be allowed to read provisionally for Bachelor of Computer Applications Part-I Class. Such a candidate shall be allowed to clear the compartment/re-appear subject in two consecutive chances from the concerned University/Board. If such candidate fails to clear/qualify in the compartment/re-appear subject at the Supplementary Examination, he shall be permitted to continue his studies for B.C.A. Part-I Class and to appear again in the compartment/re-appear subject alongwith B.C.A. Part-I examination at the Annual Examination. If he does not clear his compartment/re-appear subject even in the second chance his provisional admission/result of B.C.A. Part-I shall be cancelled *ab-initio*.

5. The First Year examination shall be open to a student who —
 - (a) has passed the requisite qualifications as laid down in Clause 3 above.
 - (b) has his name submitted to the Controller of Examinations by the Director of Distance Education/Principal of the recognised College which he/she attended in the same session and produces the following certificates signed by the Director of Distance Education/Principal of the recognised College —
 - (i) of having remained on the rolls of the Directorate of Distance Education/recognised College for the course during the academic year preceding the examination.
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper in the recognised college and having attained the minimum attendance at the Personal Contact Programme(PCP) as prescribed in the Prospectus of the Directorate of Distance Education of the relevant session unless exempted from attending the same partially or wholly by the Directorate of Distance Education under exceptional circumstances.

6. A person who has passed Part-I or Part-II of BCA Examination from this University or another recognised University shall be eligible for admission to BCA Part-II or Part-III, as the case may be.

7.1 A student who has completed the prescribed course of instruction in the Directorate of Distance Education/in a recognised College for Part-I/II/III Examinations, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Director, Distance Education/Principal of the College concerned to appear/re-appear in the examination, as an ex-student, without attending fresh course of instruction, only twice subsequently to the annual examination in which he was due to appear. This is, however, subject to the provisions made under Clause 7.2 below. While re-appearing in the examination the candidate shall be exempted from appearing in the paper(s), Project Report, Viva-Voce in which he/she has obtained 40% marks. Provided that a candidate who has failed in the Part-I and has got exemption in at least 50% papers of BCA Part-I examination shall be promoted to BCA Part-II. Similar promotion shall also be allowed to BCA Part-III if he has passed in all the papers of BCA Part-I and has got exemption in at least 50% papers of BCA Part-II examination. Subject to the number of chances as provided above. Such a candidate shall be allowed to appear in the remaining paper(s) of Part-I or Part-II, as the case may be, alongwith the examinations of Part-II or Part-III examination. If the candidate has passed in the higher examination his/her result shall be declared provisionally subject to his/her passing the lower examination within the permissible chances as an ex-student.

7.2 A candidate who fails to pass the whole examination(Part-I, II & III) within six years of his admission to the course, he will require to repeat the course(s) *de novo*.

8. A deficiency in the prescribed course(lectures/tutorials) up to 15% of the lectures delivered in each paper may be condoned by the Principal of the College concerned and by the Director in the case of Distance Education up to the limit for condonation of lectures in Personal Contact Programme as prescribed from time to time.

9. Every candidate shall be examined in the papers laid down in the scheme of examination and the syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or, having been eligible, fails to appear in the examination, shall, unless approved otherwise by the Academic Council, take the examination according to the Syllabus prescribed by the University for regular students of Directorate of Distance Education/recognised Colleges.

10.1 The Project Report will be initiated in the second year of the course. The Topic and Supervisor of the Project Report shall be approved by the Course Incharge/Principal of the College concerned/Director of Distance Education.

10.2 The candidate shall be required to submit two copies of his/her Project Report in the third year of the course. The last date for receipt of Project Report in the office of the Controller of Examinations shall be 31st March of the year. Extension in date will be admissible as provided in the rules.

10.3 The Project Report will be completed under the Supervision of a teacher teaching the subject or the allied subject of the Institution concerned. The Project Report will be evaluated by single External Examiner.

10.4 The marks obtained by the candidate for the Project Report shall be taken into account in the final year of the course.

11. The amount of examination fee to be paid by a candidate shall be such as notified by the Controller of Examinations from time to time.

*12. A candidate who has passed Bachelor of Computer Applications Examination from this University and is desirous of improving his performance/result/ division, will be allowed within the next two Annual Examinations of passing the examination to appear as an ex-student in one or more theory paper(s) of any one or two Parts, out of Part-I, II & III separately in two consecutive Annual Examinations. The result of such a candidate shall be declared only if he improves his result in the aggregate of the whole examination, by taking into account the marks obtained by him in the paper(s)/Part(s) in which he re-appears and the marks obtained by him earlier in the remaining paper(s)/Part(s) etc. In case, where there are more than one paper in any subject and the candidate appears in one or two papers of that subject, the benefit of increased marks in those papers will also be allowed for improvement of performance/result/ division. The fact that the candidate has improved the result shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the syllabus in force for the regular students in that Academic Session in

*Amended vide Executive Council Resolution No.15(10) of 31.12.2005

which he proposes to take the examination for the purpose of improving his performance.

13. The medium of instruction and examination shall be English.

♦14.1 The minimum number of marks required to pass the examination in each Part/Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed;
- (iii) 40% in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject.

♦14.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

15. The list of successful candidates of the Final Year Examination shall be arranged as under on the basis of the aggregate marks obtained in the First Year, Second Year and Third Year Examinations taken together and the division obtained by the candidate will be stated in his Degree :-

- (a) Those who obtain 60% or more marks ...First Division.
- (b) Those who obtain 50% or more but less than 60% marks ...Second Division.
- (c) Those who obtain less than 50% marks ...Third Division.
- (d) Candidates who pass all the three year examinations in the first attempt and with minimum duration of the course after obtaining 75% or more marks in the total aggregate shall be declared to have passed with 'Distinction'.

16. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

***ORDINANCE—BACHELOR OF FINE ARTS (BFA) EXAMINATION**
(Semester System)

1.1 The duration of the course of instruction for award of Bachelor of Fine Arts (BFA) Degree shall be four academic years, comprising of eight Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Examinations for the First, Third, Fifth and Seventh Semesters shall be held in December/January and for the Second, Fourth, Sixth and Eighth Semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3.1 A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education, Haryana or its equivalent examination with English as one of the subjects shall be eligible to join First Semester of the course.

3.2 A candidate who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana, or equivalent examination of another University/Board obtaining, may be allowed to read provisionally for the BFA I Semester Class. Such a candidate shall be allowed to clear the compartment/re-appear subject in two consecutive chances from the concerned University/Board. If such a candidate fails to clear/qualify in the compartment/re-appear subject at the supplementary examination, he/she shall be permitted to continue his/her studies for BFA II Semester Class and to appear again in the compartment/re-appear subject along with his/her BFA II Semester Examination provisionally. If he/she does not clear his/her compartment/re-appear subject even in the second chance, his/her provisional admission and the result of BFA I and II Semesters shall be cancelled *ab initio*.

*Approved vide Executive Council Resolution No.5(19) of 9.6.2010, w.e.f. the Session 2009-10.

3.3 A candidate of another University/Board who did not pass in the subject of English or any one deficient subject in the Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana or in an examination recognised as equivalent thereto, may be allowed to join the BFA First Semester class provisionally subject to his qualifying in the subject of English or any one deficient subject of 10+2 standard examination at the :

(a) Supplementary examination of the same year;

OR

(b) Annual Examination of the following year.

Provided that his result of BFA Semesters I and II Examinations shall be declared only after he has qualified in the required subject. If he does not clear the subject of English or any one deficient subject even in the second chance, his provisional admission/result of BFA I and II Semesters shall be cancelled *ab initio*.

4.1 A candidate who has passed the Semester I and II or III and IV or V and VI from this University shall be eligible to join the Semester III, V and VII respectively of the course. This is, however, subject to the provisions made under clause 8.

4.2 A candidate who has passed BFA Part-I/Part-II/Part-III Examination of this University, shall also be eligible to join III/V/VII Semester of the BFA course, as the case may be.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

6.1 The courses of study and the subjects of examinations shall be as approved by the Academic Council from time to time. The examination shall consist of :-

(a) Written Papers: Written papers will be got set as per University norms.

- (b) Practical Examinations: Examinations in practical shall be conducted jointly by the External and Internal Examiner as recommended by the Board of Studies.
- ♦(c) 20% marks in each theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-
- (i) Two handwritten Assignments : 50%
(1st Assignment after one month & 2nd Assignment after two months)
 - (ii) One Class test : 25%
(one period duration)
 - (iii) Attendance : 25%

Marks for Attendance will be given as under :

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Principal.

♦6.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Principal of the College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

6.3 The Chairperson of the Department shall preserve the record on the basis of which the Sessional awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participates in the Inter-university Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

*8.1 If a candidate has, after attending the course of studies in the college and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the college. Such a candidate may in the meantime, pursue his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Principal of the College concerned. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s)/practical(s) in which he/she has obtained pass marks.

*Provided that after completion of their regular studies for the whole duration of the course upto 8th semester, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time.

8.2 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth, Seventh and Eighth semesters) within eight years of his admission to the course, shall be required to repeat the course *de novo*.

9. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/ Semester(s) for the purpose of passing/improvement of division/result, shall pay fee as for the whole examination.

10. The medium of instruction shall be English or Hindi.

* Amended vide Executive Council Resolution No.6(20) of 28.03.2012 with immediate effect.

The medium of examination shall be as under :

- (a) The question-paper shall be set in both Hindi and English for theory papers only.
- (b) The candidates shall write their answers for written paper in English or Hindi.

♦11.1 The minimum number of marks required to pass the examination in each Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Project Report/Training Report or Viva-Voce examination;
- (iii) 40% in the aggregate of Sessionals and examination for each theory/practical subject

♦11.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates. The Detailed-Marks-Cards will be issued by the Results Branch.

13. The list of successful candidates of Eighth Semester Examination shall be arranged on the basis of the aggregate marks obtained in the First, Second, Third, Fourth, Fifth, Sixth, Seventh and Eighth Semester examinations taken together, and the division obtained by the candidate will be stated in the Degree, as under :-

- (a) Candidates who pass all the eight Semester examinations at the first attempt and within minimum duration of the course i.e. four years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'.
- (b) 60% or more marksFirst Division.

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

- (c) 50% or more but less than 60% marksSecond Division.
- (d) Below 50% marksThird Division.

14. A candidate who has passed Bachelor of Fine Arts Examination of this University and is desirous of improving his/her performance/result/division, will be allowed within the next six Semester examinations of passing the Eighth Semester examination to appear as an ex-student in one or more theory paper(s) of any three Parts, out of Part-I (Semester I & II), Part-II (Semester III & IV), Part-III (Semester V & VI) and Part-IV (Semester VII & VIII) separately in six consecutive Semester examinations and shall pay examination fee as for the whole Semester examination in which he/she opts to appear. The result of such a candidate shall be declared only if he/she improves his/her result in the aggregate of the whole six Semester examinations, by taking into account the marks obtained by him/her in the paper(s)/Semester(s) in which he/she re-appears and the marks obtained by him/her earlier in the remaining paper(s)/Semester(s) etc. In case, where there are more than one papers in any subject and the candidate appears in one or two papers of that subject, the benefit of increased marks in those papers will also be allowed for improvement of performance/result/division. The fact that the candidate has improved the result shall be mentioned in the Detailed-Marks-Card.

Such candidates shall take the examination according to the syllabus in force for the regular students for that Semester examination.

15. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of the BFA Course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

Transitory provision :

Candidates admitted to BFA Part-I/II/III/IV course under Annual System in the academic session 2008-09 or earlier shall be governed by the old rules.

***ORDINANCE—BACHELOR OF HOTEL MANAGEMENT AND
CATERING TECHNOLOGY (BHM&CT)
EXAMINATION (*Semester System*)**

1.1 The duration of the course of instruction for the award of Bachelor of Hotel Management & Catering Technology (BHM&CT) Degree shall be four academic years, comprising of eight semesters. Each academic year shall be divided into two semesters i.e. July to December and January to May/June.

1.2 Main as well as supplementary examinations for the First, Third, Fifth and Seventh semesters shall be held in December/January and for the Second, Fourth, Sixth and Eighth semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which Examination-forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3.1 A candidate shall be eligible to join the First Semester of Bachelor of Hotel Management and Catering Technology Course, if he has passed Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana or of any other Board/Institution recognized as equivalent thereto by the University.

3.2 A candidate who has passed 3-year Diploma in Hotel Management & Catering Technology after 10+2 examination, with at least 50% marks in aggregate from the State Board of Technical Education or Board recognized as equivalent thereto by the Kurukshetra University shall be allowed to join the Fifth semester of the course under lateral entry system.

4. A person who has passed the semester I and II or III and IV or V and VI shall be eligible to join the semester III, V and VII respectively of the course. This is, however, subject to the provisions made Clause 8.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from

*Approved vide Executive Council Resolution No.5(1) of 9.6.2010, w.e.f. the Session 2009-10.

time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

6.1 The courses of study and the subjects of examinations shall be as approved by the Academic Council from time to time. The examination shall consist of :

- (a) **Written Papers:** Written papers to be set by the Paper-setters duly recommended by the concerned Board of Studies. If question paper is not received two weeks before the commencement of the examination, it will be got set from another Paper-setter duly recommended by the Chairperson concerned. The Answer-books will be evaluated by the examiners duly recommended by the Board of Studies.
- (b) **Practical Examinations:** Examinations in Practicals/ viva-voce shall be conducted by the Examiners duly recommended by the concerned Board of Studies.
- (c) **Sessionals:** Each theory paper in each semester shall have 30% marks for Internal Assessment/Sessional Work. The internal Assessment/Sessional Work shall be evaluated by the teachers concerned on the basis of following activities:
 - (i) Class test (Two of 10 marks each) 20 marks
 - (ii) Class Attendance 3 marks
 - (iii) Class Work/Participation 3 marks
 - (iv) Assignment 4 marks

6.2 Attendance to the extent of 10% for the award of Sessional marks can be given on account of :

- (i) participation in sports/games/cultural activities etc. certified by the Chairperson of the Department/Principal of the College concerned.
- (ii) taking a competitive examination/appearing in interviews held by Govt. Organizations/public Ltd. Companies subject to the satisfaction of the Department/College.

6.3 The marks obtained in Sessional work shall be awarded by the class teachers and forwarded by the Chairperson of the Department/Principal of the College concerned duly countersigned by him to the Examination Branch soon after the classes for concerned semester are over.

6.4 The Chairperson of the Department/Principal of the College shall preserve the record on the basis of which the Internal Assessment/Sessional awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

7.1 The First/Second/Third/Fourth/Fifth/Sixth/Seventh/Eighth Semester examinations shall be open to a regular student who has :

- (a) passed the requisite qualifying examinations as laid down in Clause 3, or is covered under clause 4 or 8;
- (b) remained on the rolls of the Department/College during one semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper and practical separately in each semester (the course to be counted up to the day before the commencement of the examination).
- (d) obtained pass marks in the Internal Assessment of the paper(s) of the relevant semester for which he/she is a candidate. Provided that a candidate who has not attended the requisite percentage of lectures or has not obtained pass marks in the Internal Assessment for any paper(s) shall not be eligible to take the Semester Examination in the concerned paper unless he/she repeats the course in the paper(s) concerned and obtains the minimum pass marks in the Internal Assessment/ requisite attendance in the concerned subject.

7.2 The Principal of the College concerned may condone deficiency in the prescribed course upto 10% of lectures delivered in each paper on the sufficient grounds.

*8.1 If a candidate has, after attending the course of studies in the college and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the college. Such a candidate may in the meantime, pursue his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Principal of the College concerned. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s)/practical(s) in which he/she has obtained pass marks.

Provided that after completion of their regular studies for the whole duration of the course upto 8th semester, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time.

8.2 A candidate who fails to pass all the examination (First, Second, Third, Fourth, Fifth, Sixth, Seventh & Eighth semesters) within eight years of his admission to the course, shall be required to repeat the course *de novo*.

9. The amount of examination fee to be paid by a candidate for each semester shall be as prescribed by the University from time to time. A candidate, who re-appears in one or more paper(s)/practical(s)/semester(s) for the purpose of passing, shall pay fees as for the whole examination.

10. The medium of instruction and examination shall be English.

11. The minimum number of marks required to pass the examination shall be 40% in each theory/practical/project report and 40% in aggregate of each semester viz. I/II/III/IV/V/VI/VII and VIII. Provided that in a subject in which there is a practical examination the percentage shall be required separately in the written and the Practical parts of the examination (including Project Work).

*Amended vide Executive Council Resolution No.6(20) of 28.03.2012 with immediate effect.

12.1 The candidates of BHM&CT degree shall be required to undertake six months Industrial training in a hotel not less than 3 star approved by the Chairperson of the Department/Principal of the College in the Fifth Semester.

*12.2 Every candidate shall be required to submit one copy of his Industrial Training Report of the concerned year in the office of the Chairman/Principal of the Institute/College who will get it evaluated from external and internal examiner jointly approved by the concerned Board of Studies. The last date for receipt of the training report in the office of the Chairman/Principal of the Institute/College shall normally be 31st December of the concerned year. However, the period for submission of training report may be extended on the recommendation of the Head of the Institution up to 31st March of the following year with late fee of Rs.500/- or as may be prescribed by the University from time to time. If a candidate fails to submit the training report/project report even up to the extended period, he/she shall be considered to have absented in the training paper/project paper and his/her result be declared accordingly.

12.3 A candidate of BHM&CT degree shall be required to undertake six months Internship and project in a hotel not less than 3 star approved by the Chairperson of the Department/ Principal of the College in Eighth semester.

*12.4. Every candidate shall be required to submit one copy of his internship cum Project/Report of the concerned year in the office of the Chairman/Principal of the Institute/College who will get it evaluated from external and internal examiner jointly approved by the concerned Board of Studies. The last date for receipt of the Project report in the office of the Chairman/Principal of the Institute/College shall normally be 30th June of the concerned year. However, the period for submission of Internship-cum-Project Report may be extended on the recommendation of the Head of the Institution up to 30th September of the following year with late fee of Rs.500/- or as may be prescribed by the University from time to time. If a candidate fails to submit the Internship-cum-Project Report even up to the extended period, he/she

*Amended vide Executive Council Resolution No.5 (5) of 22.05.2013 w.e.f. session 2012-13.

shall be considered to have absented in the Internship cum Project Report paper/project paper and his/her result be declared accordingly.

12.5 The Industrial Training report shall be evaluated through Viva-Voce examination to be conducted alongwith Vth Semester examination by the External and Internal Examiner jointly, recommended by the Board of Studies.

12.6 The internship report shall be evaluated through Viva-Voce examination to be conducted jointly by the external and internal examiners recommended by the Board of Studies in the month of August.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates. The Detailed-Marks-Cards will be issued by the Result Branch.

14. The list of successful candidates after VIIIth Semester Examination shall be arranged on the basis of the aggregate marks obtained in the First, Second, Third, Fourth, Fifth, Sixth, Seventh and Eighth Semester Examinations taken together, and the division obtained by the candidate will be stated in the Degree, as under :-

- (a) 60% or more marksFirst Division.
- (b) 50% or more but less than 60% marksSecond Division.
- (c) Below 50% marksThird Division.

15. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall unless specified otherwise, apply to all the students whether old or new.

Transitory provision :

Candidates admitted to the Bachelor of Hotel Management & Catering Technology Part I/II/III/IV course under Annual System in the academic session 2008-09 or earlier shall be governed by the old rules.

***ORDINANCE—BACHELOR IN INTERNATIONAL HOSPITALITY
BUSINESS MANAGEMENT (BIHBM) EXAMINATION
(Annual System)**

1.1 The duration of the course of leading to the Degree of Bachelor in International Hospitality Business Management (BIHBM) shall be four academic year. The examination shall be held in Four Parts, i.e., Part-I at the end of the course of First Year, Part-II at the end of the course of Second Year, Part-III at the end of the Third Year and Part-IV (Final) at the end of the course of Fourth Year.

1.2 The examination for each part shall ordinarily be held once a year in April on the dates to be notified by the Controller of Examinations.

1.3 A Supplementary Examination will ordinarily be held in the month of September/October of the same year for re-appear candidates who have failed in not more than 50% papers of the total theory papers of the Annual Examination.

1.4 The dates of examination fixed under above Clause shall be notified by the Controller of Examinations.

2. The last date(s) by which examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Calendar Vol.II.

3. A candidate shall be eligible to join the First Year of Bachelor in International Hospitality Business Management Course, if he has passed 10+2 examination with English as one of the subjects from any Board/ Institution recognized as equivalent thereto by the Kurukshetra University.

4. A person who has passed BIHBM First Year or Second Year or Third Year examination of this University shall be eligible to join Second year or Third Year or Fourth Year class respectively of BIHBM course. This is, however, subject to provisions made under Clause 8 below.

5. Every candidate shall be examined according to the scheme of examination and the syllabus as approved by the Academic Council from

* Approved vide Executive Council Resolution No.8(21) of 9-8-2004, w.e.f. the Session 2004-05.

time to time. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students. Provided that syllabus for the re-appear candidates for the Supplementary Examination shall be the same as was in force in the preceding Annual Examination.

6.1 The courses of the study and the subjects of examinations shall be as approved by the Academic Council from time to time. The examination shall consist of :-

- (a) Written Papers;
- (b) Practical;
- (c) Sessionals.

Each Theory and Practical Papers shall have 30% marks for Internal Assessment/Sessional Work except a basis course in Computer Skill. Sessional Work for theory papers shall be evaluated by the teachers concerned based on the work done during the year on the basis of the following distribution. :-

- | | |
|------------------------------------|----------|
| (i) Class test (Two best of three) | 15 marks |
| (ii) Class Attendance | 5 marks |
| (iii) Class Work/participation | 5 marks |
| (iv) Assignment/Seminars | 5 marks |

6.2 Internal assessment for practical shall be based on the performance of the candidate in the class practical.

6.3 The maximum attendance for calculation of attendance component of Sessional marks shall be 75% of total scheduled periods. Provided further that the teacher(s) concerned will give attendance to extent of 10% for the award of sessional marks on account of :-

- (i) participation in Sports/Games/Cultural activities etc. certified by the Principal of the Institute.
- (ii) taking a competitive examination/appearing in interview held by Govt. Organizations/Public Ltd. Companies subject to the satisfaction of the Institute.

6.4 The marks obtained in sessional work shall be awarded by the class teacher and forwarded by the Head of the Institute duly countersigned by him to the Controller of Examinations soon after the classes for academic year are over.

6.5 The Head of the Institution concerned shall preserve the record on the basis of which the Internal Assessment/Sessional awards have been prepared, for inspection, if needed by the University upto six months from the date of declaration of the annual result.

7.1 The examination in Part-I/II/III/IV shall be open to a regular student only who :

- (a) has passed the requisite examination, as laid down in Clause 3 or 4 above, or is covered under Clause 8 below as the case may be; and
- (b) has his name submitted to the Controller of Examinations by the Head of Institute concerned and produces the following certificates signed by him :-
 - (i) of having remained on the rolls of the Ashok Institute of Hospitality and Tourism Management for the academic year preceding the examination; and
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each theory paper and practical separately (the course to be counted up to the day before the commencement of the examination).
 - (iii) of having obtained pass marks in the Sessional Work of the paper(s), for which he is a candidate. Provided that a candidate who has not attended the requisite percentage of lectures or has not obtained pass marks in the Sessional Work, for any of the paper(s) will be eligible to take examination in the remaining papers only.

7.2 A deficiency in the prescribed course (lectures or practical) may be condoned by the Head of the Institute concerned as under :

- (a) Lectures : upto 10% of the lectures delivered in each paper.
- (b) Practicals : upto 5%

8.1 A student who has completed the prescribed course of instruction in the Ashok Institute of Hospitality and Tourism Management for First/Second/ Third/Fourth Year Examination, but does not appear in it, or, having appeared fails may be allowed on the recommendation of the Head of the Institute concerned, to appear/re-appear in the said examination/paper(s), as an ex-student, without attending a fresh course of instruction only twice, subsequent to the Annual Examination in which he was due to appear.

8.2 While re-appearing in the examination the candidates shall be exempted from re-appearing in the paper(s)/Practical(s)/Part(s)/Project/Training Report, Viva- voce in which he has obtained at least 40% marks including marks of Sessional Work, where prescribed. Provided that a candidate who has got exemption in at least 50% papers of BIHBM Part-I Examination shall be promoted to BIHBM Part-II. Similarly Promotion shall also be allowed to BIHBM Part-III , if he has passed all the papers of BIHBM Part-I and has got exemption in at least 50% Papers of BIHBM Part-II. Examination. Promotion shall also be allowed to BIHBM Part-IV, if he has passed all the papers of BIHBM Part-I and Part-II and has got exemption in at least 50% papers of BIHBM Part-III. The promotion to the next higher classes shall be provisional at he risk and responsibility of the candidates, subject to the conditions that if they are enable to earn the required exemption, as stated above their provisional admission to the higher class shall stand cancelled. Subject to the number of chances as provided above such a candidate shall be allowed to re-appear in the remaining Paper(s) of his First/Second/Third Year with the examination of Second/Third/Final Year. Provided further that if such a candidate fails to pass the First/Second/Third Year Examination, his result for the Second/Third/Final Year Examination, as the case may be, shall be declared provisionally.

8.3 A candidate who fails to pass all the examinations (First, Second, Third and Final Year) within eight years of his admission to the course shall be required to repeat the course *de novo*.

9. The medium of instruction and examination shall be English.

10. The minimum marks to pass the examination shall be 40% in each theory/practical/Project Report and 40% in aggregate of each examination provided that in a subject in which there is a practical examination the percentage shall be required separately in the written and the Practical parts of the examination (including Project Work)

♦11. Candidates for BIHBM Degree shall be required to undergo on the Job Training for a period of three months during November-January each in first/Second and Third Year Course; and for a period of six months during May-October in the Final Year Course. The Training Report shall be evaluated by external examiners only to be appointed by the Board of Studies concerned. The candidate shall be required to submit two copies of his training Report of the concerned year. The last date for receipt of the training report in the office of the Controller of Examinations shall be 31st March of the concerned year. However, the period for submission of training report may be extended on the recommendations of the Head of the Institution upto 30th April of the same year with late fee of Rs.500/- or as may be prescribed by the University from time to time.

However, the last date of submission of training report for 4th year students will be 30th April of the concerned year, which may be extended on the recommendations of the Head of the Institutions upto 31st May of the same year with late fee of Rs.500/-

If a candidate fails to submit the training report even upto the extended period, he shall be considered to have absented in the training paper and his/her result will be declared accordingly.

11.1 The name of the Training Organization for training of the candidate shall be approved by the Head of the Institute, where the instruction is being imparted.

12. The result of candidates who have passed all Part, shall be classified into divisions as under, on the basis of the aggregate marks obtained in 1st, 2nd, 3rd and 4th year Examinations taken together, and the division obtained by the candidate will be stated in his Degree :

- (a) Candidates who pass all the annual examination at the first attempt and within the normal duration of the course i.e., 4 years obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.
- (b) 60% or more marks ...First Division.
- (c) 50% or more but less than 60% marks ...Second Division.

♦ Amended vide Executive Council Resolution No.6(1) of 28.3.2012

(d) Below 50% ...Third Division.

13. As soon as possible, after termination of the examination the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

14. Notwithstanding the integrated nature of the course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

**ORDINANCE—BACHELOR OF INFORMATION & MANAGEMENT
(BIM)/[♦]BACHELOR OF BUSINESS
ADMINISTRATION (BBA) EXAMINATION
(Annual System)**

♦1.1 The duration of Bachelor of Information & Management (BIM)/Bachelor of Business Administration (BBA) Course shall ordinarily be three academic years. The instruction shall be imparted through the Directorate of Distance Education and through regular by the recognized Colleges of the University..

1.2 The examination shall be held in three parts, viz., Part-I at the end of First Year, Part-II at the end of Second Year and Part-III at the end of Third Year, ordinarily in the month of April/May on the dates notified by the Controller of Examinations. Candidates for improvement of division/result will be allowed to take the examination at the Annual Examination only.

1.3 Supplementary Examination will be held ordinarily in October/November in the same year for re-appear candidates who have failed in not more than 50% papers in the Annual Examination, on the dates fixed by the Controller of Examinations.

2. The last date(s) by which examination forms and fees must reach the Controller of Examinations shall be as per Appendix-I in the K.U. Calendar Vol.II.

3. A person who has passed 10+2 examination of Board of School Education, Haryana or any other examination recognised as equivalent thereto, with English as one of the subjects obtaining at least 40% marks in the aggregate shall be eligible for the course.

♦Provided that the condition of obtaining 40% marks in the qualifying examination shall not be applicable in case of the candidates seeking admission through the Directorate of Distance Education,

♦4. A candidate who has been placed under compartment or allowed to re-appear in one subject only in 10+2 examination or equivalent examination obtaining at least 40% marks in the aggregate, may be allowed to read provisionally for the BIM/BBA Part-I Class.

♦Amended vide Executive Council Resolution No.6(11) of 28.3.2012 w.e.f. session 2011-12.

Such a candidate shall be allowed to clear the compartment/re-appear subject in two consecutive chances from the concerned University/Board. If such a candidate fails to clear/qualify in the compartment/re-appear subject at the supplementary examination he shall be permitted to continue his studies for BIM/BBA Part-I Class and to appear again in the compartment/re-appear subject alongwith his BIM/BBA Part-I examination at the annual examination. If he does not clear his compartment/re-appear subject even in the second chance, his provisional admission/result of BIM/BBA Part-I shall be cancelled *ab initio*.

♥5. A person who has passed Part-I or Part-II of BIM/BBA Examination from this University or another recognised University shall be eligible for admission to BIM/BBA Part-II or Part-III, as the case may be.

6.1 A student who has completed the prescribed course of instructions for Part-I/II/III Examination, but does not appear in it or having appeared fails, may be allowed on the recommendation of the Director, Distance Education/Principal of the College concerned to appear/re-appear in the examination, as an ex-student, without attending fresh course of instruction, only twice subsequent to the annual examination in which he was due to appear. This is, however, subject to the provisions made under Clause 6.2 below. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s), Project Report, Viva-Voce in which he/she has obtained 40% marks. Provided that a candidate who has failed in Part-I, but has got exemption in at least 50% papers of BIM/BBA Part-I examination shall be promoted to Part-II. Similar promotion shall also be allowed to BIM/BBA Part-III if he has passed in all the papers of BIM/BBA Part-I and has got exemption at least 50% papers of BIM/BBA Part-II examination. Subject to the number of chances as provided above, such a candidate shall be allowed to appear in the remaining paper(s) of Part-I or Part-II, as the case may be, alongwith the examinations of Part-II or Part-III. If the candidate has passed in the higher examination, his/her result shall be declared provisionally subject to his/her passing the lower examination within the permissible chances as an ex-student.

♥ Amended vide Executive Council Resolution No.6(11) of 28.3.2012 w.e.f. session 2011-12.

6.2 A candidate who fails to pass the whole examination (Part-I, II & III) within six years of his admission to the course, he will be required to repeat the course *de novo*.

7. The examination in Part-I/II/III shall be open to a student who –

- (a) has passed the requisite qualifying examinations as laid down in Clauses 3 & 5 above or is covered under Clauses 4 & 6 above.
- (b) has submitted his name to the Controller of Examinations by the Director of Distance Education/ Principal of the recognised College which he/she attended in the same session and produces the following Certificates signed by the Director of Distance Education/Principal of the recognised College –
 - (i) of having remained on the rolls of the Directorate of Distance Education/recognised College for the course during the academic year preceding the examinations.
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper in the college and having attended the requisite percentage of lectures delivered in the Personal Contact Programme, as the case may be.

8. A deficiency in the prescribed course (lectures/tutorials) upto 15% of the lectures delivered in each paper may be condoned by the Principal of the College concerned and by the Directorate of Distance Education upto the limit for condonation of lectures in Personal Contact Programme as prescribed in the Prospectus of the Directorate of Distance Education.

9. Every candidate shall be examined in the papers laid down in the Scheme of Examination and the Syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or having been eligible, fails to appear in the examination, shall unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students of the Directorate of Distance Education/recognised College appearing for that examination, provided that the Scheme of

Examination and Syllabus for the candidates for the supplementary examinations to be held in Oct./Nov. shall be same as was in force for the regular students in the last annual examination.

^10. The Project Report will be initiated in the Second Year of the Course. The subject of the Project Report shall be approved by the Principal of the College concerned/Course-Coordinator, Directorate of Distance Education.

^10.1 The candidate shall be required to submit two copies of his/her Project Report. The last date for receipt of Project Report in the Secrecy Branch shall be 30th June of the following year. Extension in date will be admissible as provided in the rules. If a candidate fails to submit the Project Report even during the extended period, he will be considered to have absented in the Project and his/her result shall be declared accordingly.

^10.2 The Project Report will be evaluated by single External Examiner. The Project Report will be completed under the supervision of the regular teacher teaching that paper or allied subject of the University School of Management, Commerce, and Directorate of Distance Education and the Head of the Department of the recognized College.

10.3 The marks obtained by the candidate for the Project Report shall be taken into account in the final year of the course.

11. There will be a viva-voce examination of 50 marks in each of 2nd and 3rd year based on all the papers concerned during the year. Viva-Voce examination will be conducted by External as well as Internal Examiners. External and Internal Examiners will be paid remuneration as per University rules. Marks will be awarded on the basis of average of marks of both the Examiners.

12. The amount of examination fee to be paid by a candidate shall be such as notified by the Controller of Examinations from time to time. A candidate who appears in the re-appear paper(s) at the supplementary examinations or at the annual examinations under Clause 6, shall be required to pay the examination fee as for the whole and he shall not be eligible for a scholarship, a prize or a medal.

^ Amended vide Executive Council Resolution No.6(11) of 28.3.2012 w.e.f. 2011-12

♥13. A candidate who has passed Bachelor of Information & Management/Bachelor of Business Administration Examination from this University and is desirous of improving his performance/result/division, will be allowed within the next two Annual Examinations of passing the examination to appear as an ex-student in one or more theory paper(s) of any two Parts, out of Part-I, II & III separately in two consecutive Annual Examinations and shall pay examination fee as for the whole examination in which he opts to appear. The result of such a candidate shall be declared only if he improves his result in the aggregate of the whole examination, by taking into account the marks obtained by him in the paper(s)/Part(s) in which he re-appears and the marks obtained by him earlier in the remaining paper(s)/Part(s) etc. In case, where there are more than one paper in any subject and the candidate appears in one or two papers of that subject, the benefit of increased marks in those papers will also be allowed for improvement of performance/result/division. The fact that the candidate has improved the result shall be mentioned in the Detailed-Marks-Card.

Such a candidate shall take the examination according to the Syllabus in force for the regular students for the Annual Examination.

14. The medium of instruction shall be English. The Question Papers shall be set both in English and Hindi. The candidate shall write answers in English or Hindi.

15. The minimum percentage of marks to pass the examination of each year shall be :

- (i) 40% in each subject/paper provided that in a subject in which there is practical examination this percentage shall be required separately in written and the practical parts of the examination.
- (ii) 40% in Project Report.
- (iii) 40% in Viva-Voce.
- (iv) 40% in the aggregate of each examination.

♥ Amended vide Executive Council Resolution No.6(11) of 28.03.2012 w.e.f. session 2011-12.

16. The list of successful candidates of the Final Year examination shall be arranged as under on the basis of the aggregate marks obtained in the First Year, Second Year and Third Year Examinations taken together and the division obtained by the candidate will be stated in his Degree :

- (a) Those who obtain 60% or more marksFirst Division.
- (b) Those who obtain 50% or more but less than 60% marksSecond Division.
- (c) Those who obtain less than 50% marksThird Division.
- (d) Candidates who pass all the three year examinations in the first attempt obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'. Merit list shall be prepared within four weeks preferably from the date of the last paper held subject to late result cases. The merit shall not be determined after the re-evaluation result.

Provided that in the case of candidates who join Part-II/III class after having passed Bachelor of Information and Management Part-I/II examination from any other University or any other examination recognised as equivalent thereto, the marks obtained in Bachelor of Information & Management Part-I/II shall be counted toward his division by increasing or decreasing proportionately the marks obtained in the other Universities in proportionate to the maximum marks prescribed by this University for that Part(s).

17. Notwithstanding the integrated nature of this course, which is spread over more than one academic year the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance if any, shall apply to all students, whether old or new.

***ORDINANCE—BACHELOR OF ARTS (MASS COMMUNICATION)
EXAMINATION (*Semester System*)**

1.1 The duration of the course of instruction for award of Bachelor of Arts (Mass Communication) Degree shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Examinations for the First, Third and Fifth Semesters shall be held in December/January and for the Second, Fourth and Sixth Semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3.1 A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education, Haryana or its equivalent examination with English as one of the subjects and with at least 50% marks in aggregate, shall be eligible to join the First Semester of the course.

3.2 A candidate who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana, or equivalent examination, may be allowed to read provisionally for B.A. (Mass Communication) I Semester class. Such a candidate shall be allowed to clear the compartment/re-appear subject in two consecutive chances from the concerned University/Board. If such a candidate fails to clear/qualify in the compartment/re-appear subject at the supplementary examination, he/she shall be permitted to continue his/her studies for B.A.(Mass Communication) II Semester class and to appear again in the compartment/re-appear subject alongwith his/her B.A.(Mass Communication) II Semester Examination provisionally. If he/she does not clear his/her compartment/re-appear subject even in the second chance, his/her provisional admission and the result of B.A.(Mass Communication) I and II Semesters shall be cancelled *ab initio*.

*Approved vide Executive Council Resolution No.5(19) of 9.6.2010, w.e.f. the Session 2009-10.

3.3 A candidate of another University/Board who did not pass in the subject of English or any one deficient subject in the Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana or in an examination recognised as equivalent thereto, may be allowed to join the B.A.(Mass Communication) First Semester class provisionally subject to his qualifying in the subject of English or any one deficient subject of 10+2 standard examination at the :

(a) Supplementary examination of the same year;

OR

(b) Annual Examination of the following year.

Provided that his result of B.A.(Mass Communication) Semesters I and II Examinations shall be declared only after he has qualified in the required subject. If he does not clear the subject of English or any one deficient subject even in the second chance, his provisional admission/result of B.A.(Mass Communication) I and II Semesters shall be cancelled *ab initio*.

4.1 A person who has passed the Semester I and II or III and IV from this University shall be eligible to join the Semester III and V respectively of the course. This is, however, subject to the provisions made under clause 8.

4.2 A person who has passed B.A.(Mass Communication) Part-I/Part-II Examination of this University, shall also be eligible to join III/V Semester of the B.A.(Mass Communication) course, as the case may be, subject to the provisions made under clause 8.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

6.1 The courses of study and the subjects of examinations shall be as approved by the Academic Council from time to time. The examination shall consist of :-

- (a) Written Papers;
- (b) Practical Examinations;
- (c) Internal Assessment.

There shall be 10% marks earmarked for Internal Assessment in each theory paper of each Semester to be awarded by the class teachers, calculated/based upon College test and attendance, as under : -

- (i) College Test = 60%
- (ii) Class attendance = 40%

The weightage of 40% marks for attendance will be given only to those students who have attended more than the minimum requirement of 75% lectures/practicals in each subject.

The maximum attendance for calculation of attendance component of Internal Assessment marks shall be 75% of total scheduled periods. Provided further that the teacher(s) concerned will give attendance to the extent of 10% for the award of Sessional marks on account of :

- (i) participation in Sports/Games/Cultural activities etc. certified by the Director of the Institute/Principal of the College concerned.
- (ii) organising/Participating in the exhibitions/workshops/seminar or project work or any other academic work assigned by the Director of the Institute/Principal of the College concerned.

6.2 One test of two hours duration for each theory paper will be got held by the Department/College concerned at its own level one month before the commencement of examinations on the dates which may be announced by the College. The Director of the Institute/Principal of the College concerned shall forward award of Internal Assessment to the Examinations Branch one week before the commencement of the Semester examination.

6.3 The Director of the Institute/Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

7.1 The First/Second/Third/Fourth/Fifth/Sixth Semester examinations shall be open to a regular student who :

- (a) passed, not less than one academic year previously, the requisite qualifying examination as laid down in Clause 3, or is covered under clause 4 or 8.

In the case of a candidate, who passed the requisite examination, under the rules relating to Re-appear/Compartment, the period of one academic year shall be counted from the examination in which he/she is placed first under Re-appear/Compartment.

- (b) remained on the rolls of the Institute/College during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Director of the Institute/Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each theory paper and practical separately in each Semester (the course to be counted up to the day before the commencement of the examination).

Provided that a candidate who has not attended the requisite percentage of lectures shall not be eligible to take the Semester Examination in the concerned paper/practical unless he/she repeats the course in that paper(s) and obtains requisite attendance.

7.2 The Director of the Institute/Principal of the College concerned, shall have authority to condone deficiency upto 10% of the total number of lectures, delivered in each paper.

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participates in the Inter-university Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

♦8.1 If a candidate has, after attending the course of studies in the college and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the college. Such a candidate may in the meantime, pursue his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Principal of the College concerned. While re-appear in the examination, the candidate shall be exempted from appearing in the paper(s)/practical(s) in which he/she has obtained pass marks.

Provided that after completion of their regular studies for the whole duration of the course upto 6th semester, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time.

8.2 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth semesters) within six years of his/her admission to the course, shall be required to repeat the course *de novo*.

9. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s) for the purpose of passing/improvement of division/result, shall pay fee as for the whole examination. A candidate who appears in the supplementary examination shall not be eligible for Scholarship, a Prize or a Medal.

10. The medium of instruction and examination shall be English/Hindi.

11. The minimum percentage of marks to pass the Semester examination shall be 40% in each Theory Paper/Practical.

12.1 The candidates of B.A. (Mass Communication) course shall be required to undertake a field trip to Media centre and recognized Institutes of Journalism centre(s), approved by the Director of the

♦ Amended vide Executive Council Resolution No.6(20) of 28.03.2012 with immediate effect.

Institute/Principal of the College concerned, individually or in group after completion of Semester II examination. They shall be required to submit one copy of report on Media/Journalism Centre(s) visit/field trip within 5 days in the College/Teacher concerned. The Field Trip and its Report will be one of the components of Practical.

12.2 The candidates of B.A. (Mass Communication) shall be required to undertake 3 weeks' practical training in any reputed Media Organization, approved by the Director of the Institute/Principal of the College concerned after completion of IV Semester examination. They shall be required to submit one copy of Practical Training Report within 5 days in the Institute/College. The 3-Week Practical Training and its Report will be one of the components of Practical.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates. The Detailed-Marks-Cards will be issued by the Results Branch.

14. The list of successful candidates of Sixth Semester Examination shall be arranged on the basis of the aggregate marks obtained in the First, Second, Third, Fourth, Fifth and Sixth Semester examinations taken together, and the division obtained by the candidate will be stated in the Degree, as under :-

- | | | |
|-----|---|----------------------|
| (a) | Candidates who pass all the six Semester examinations at the first attempt and within minimum duration of the course i.e. three years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'. | |
| (b) | 60% or more marks |First Division. |
| (c) | 50% or more but less than 60% marks |Second Division. |
| (d) | Below 50% marks |Third Division. |

15. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar

the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

Transitory provision :

Candidates admitted to B.A.(Mass Communication) Part-I/II/III course under Annual System in the academic session 2008-09 or earlier shall be governed by the old rules.

***ORDINANCE—BACHELOR IN PHYSICAL EDUCATION (B.P.Ed.)
EXAMINATION (*Annual System*)**

*1. The duration of the Course for the Bachelor in Physical Education (B.P.Ed.) shall be one year.

2. The examination shall be held once a year ordinarily in the month of April on the dates fixed by the Vice-Chancellor. The dates fixed under this Clause shall be notified by the Controller of Examinations to the Chairperson of the Department/Principals of recognised Colleges concerned.

For candidates placed in compartment, a Supplementary Examination shall be held ordinarily in the month of September of the same year on such dates fixed by the Vice-Chancellor.

3. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

♥4. A person who has passed the following qualifications shall be eligible to join the course:

(i) Educational Qualification:

BA./B.Sc./ B.Com./B.Sc. (Physical Education, Health Education and Sports) or an examination recognized as equivalent thereto with atleast 45% marks in the aggregate (40% marks for SC/ST) and having passed English as one of the subjects, except B.Sc., B.Com. and B.A.(Hons.) having passed English subject at least one year. The minimum eligibility condition of 45% marks(40% for SC/ST) marks in the qualifying examination can be relaxed by 5% in case

*Nomenclature of Diploma in Physical Education (D.P.Ed.) Examination has been changed Bachelor in Physical Education (B.P.Ed.) Examination vide Executive Council Resolution No.6(14) of 22.7.2006, w.e.f. the Session 2006-07.

♥Amended vide Executive Council Resolution No.3(7) of 31.10.2013 w.e.f session 2013-14.

who have won 1st, 2nd and 3rd position at the Inter-Varsity/National Level.

(ii) Sports Performance :

A candidate who has at least on 3rd position at Inter-College/ Inter-District Tournament in the game/sports recognized by the All India University (A.I.U.) from time to time after passing +2 examination shall be eligible for admission and further no Sports/Game certificate will be considered for admission without its Gradation issued from the Director, Sports and Youth Welfare of the State concerned. In the case of Inter-university participation and AIU position Gradation/ Verification Certificate issued by the Director, Sports of the University concerned can be considered.

In the Sports/Games where no Gradation Certificate is being issued by the concerned State/U.T. in such cases the certificate must be verified by the concerned Director, Sports of the State/U.T., the certificate issued by the Federation alone will not be considered. Further for inter college/inter university certificates of such games/sports a gradation/verification certificate issued by the Director, Sports of the University concerned will be considered.

Note:- Certificates of sports and games organized by the Nehru Yuvak Kendra, Women Sports Festivals, Rural Games and Sports Festivals, Panchayats, and Invitation Tournaments will not be considered.

(iii) Physical Efficiency Test:

All the eligible candidates will be required to qualify the physical efficiency test (PET). However, the criteria and the specifications of the individual events of the Canadian Test will be decided by the Department of Physical Education/college concerned.

5. A student who possesses the qualifications laid down in Clause 4 above has been on the rolls of the Department/recognised College for the course in D.P.Ed. during the academic year preceding the examination, and produces the following certificates signed by the Chairperson of the Department/Principal of College concerned/Director

of the course, as the case may be, shall be eligible to appear in the examination :-

- (a) of good character;
- (b) of having attended not less than 60% of the full course of lectures delivered in each subject and 75% in tutorials and practicals separately.

6. The Chairperson of the Department/Principal of the College/ Director of the course may condone shortage upto 15% lectures in a subject/paper and upto 5% in practicals/tutorials in each subject/paper.

These shall also include loss of attendance due to participation in Cultural and Sports Assignments etc. Provided that a student who participates in the Inter-University Tournaments/Youth Festivals shall be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director of Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

7. A student who has completed the prescribed course, but does not appear in the examination, or, having appeared in the examination, has failed, may be allowed to appear in the examination as an ex-student for three consecutive years without attending a fresh course of instruction, on payment on each occasion of the same fee as prescribed by the Controller of Examinations from time to time.

8. The amount of examination fee to be paid by a candidate shall be such as prescribed by the Controller of Examinations from time to time.

9. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the Syllabus prescribed by the University for regular students appearing for that examination.

10. The medium of instruction shall be English.

11. The medium of examination shall be as under :-

- (a) The question papers shall be set both in English and Hindi;
- (b) The candidates shall write their answers in Hindi or English or Punjabi.

♦12.1 The minimum number of marks required to pass the examination in each Part/Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed;
- (iii) 40% in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject.

♦12.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

13. The Controller of Examinations shall publish the result of the examination four weeks after the termination of the examination, or as soon as it is possible.

14. The list of successful candidates shall be classified into three divisions as under, and the division obtained by the candidate will be stated in his Diploma :-

- (a) Those who obtain 60% or more marks ...First Division.
- (b) Those who obtain 50% or more but less than 60% marks ...Second Division.
- (c) Those who obtain 40% or more but less than 50% marks ...Third Division.
- (d) The Candidates who pass the Examination in the first attempt and with minimum duration of the course after obtaining 75% or more marks in the total aggregate shall be declared to have passed with 'Distinction'.

♦ Amended vide Executive Council Resolution No. 3(2) of 31.10.2013 w.e.f. session 2013-14.

***ORDINANCE—BACHELOR OF PHARMACY (B.PHARM.)
EXAMINATION (*Semester System*)**

1.1 The duration of the course of instruction for award of Bachelor of Pharmacy (B.Pharm.) Degree shall be four academic years, comprising of eight semesters. Each academic year shall be divided into two semesters i.e. July to December and January to May/June.

1.2 Examinations for the First, Third, Fifth and Seventh semesters shall be held in December/January and for the Second, Fourth, Sixth and Eighth semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which Examination-forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K. U. Cal. Vol. II.

3. A candidate who has passed Senior Secondary Certificate (10+2 Standard) Examination from the Board of School Education, Haryana or an examination recognized as equivalent thereto with Physics and Chemistry as compulsory subjects, alongwith any one of the following subjects, shall be eligible to join First Semester of the course :

- (a) Mathematics
- (b) Biology
- (c) Biotechnology
- (d) Computer Science.

4.1 A candidate who has passed the Semesters I and II or III and IV or V and VI from this University shall be eligible to join the Semester III, V and VII respectively of the relevant course. This is, however, subject to the provisions made under clause 8.

4.2 A candidate who has passed Diploma in Pharmacy examination from any institute approved by Pharmacy Council of India, New Delhi, obtaining at least 50% marks in aggregate may be admitted to B.Pharmacy III Semester under Lateral Entry Scheme. Admission in

*Approved vide Executive Council Resolution No.3(18) of 14.2.2011, w.e.f. the session 2009-10.

the Lateral Entry Scheme shall be made as per rules of Haryana State Counselling Society, Department of Technical Education, Govt. of Haryana.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

6.1 The courses of study and the subjects of examinations shall be as approved by the Academic Council from time to time. The examination shall consist of :-

- (a) Theory Papers: Theory papers shall be set and Answer-books evaluated by the examiners; External/Internal duly recommended by the Board of Studies.
- (b) Practical Examinations: In each Practical paper, there shall be at least one external examiner and one internal examiner (concerned subject teacher) within the department. Examinations in practical/Viva-voce shall be conducted jointly by the External and Internal Examiners as recommended by the Board of Studies concerned.
- (c) Internal Assessment: 20% marks in each subject (theory and practical separately) will be reserved for Internal Assessment, based upon the work done during the Semester on the basis of the following weightages :

For Theory papers:

One Test for each paper : 75% marks

Attendance : 25% marks

For Practicals:

Day to day assessment of practical : 75% marks
Work, Viva, Laboratory record etc.

for each practical paper

Attendance : 25% marks

Note :- The weightage of 25% marks shall be given only to those students who have attended more than the minimum requirement of 75% lectures in each Theory paper/Practical. However, the process/criteria for the award of Internal Assessment i.e. holding test/seminar/viva/sessional and weightage for attendance shall be as prescribed in the relevant scheme of examination.

6.2 The marks obtained in Internal Assessment shall be forwarded to the Examinations Branch by the Director, Institute of Pharmaceutical Sciences/Principal of the College concerned duly countersigned by him soon after the classes for concerned semester are over.

6.3 The Director, Institute of Pharmaceutical Sciences/Principal of the College concerned shall preserve the record on the basis of which the Sessional awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

7.1 The First/Second/Third/Fourth/Fifth/Sixth/Seventh/Eighth Semester examinations shall be open to a regular student who :

- (a) has passed, not less than one academic year previously, the requisite qualifying examination as laid down in clause 3, or is covered under clause 4 or 8.
- (b) has remained on the rolls of the Institute/College during one Semester preceding the examination; and
- (c) has his/her Examination form submitted to the Examinations Branch through the Director/Principal of the Institute/college concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each subject and 75% of the periods assigned to practical work in each subject in each semester (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not

attended the requisite percentage of lectures for any of the paper(s) will be eligible to take the examination in the remaining papers only.

7.2 The Director, Institute of Pharmaceutical Sciences/Principal of the college may condone deficiency in attendance upto 10% in each subject/practical on his satisfaction.

8.1 If a candidate has, after attending the course of studies in the Department/Institute and being eligible, either not appeared or appeared in any semester examination and failed in one or more courses for that examination, he/she can appear for such course(s) at subsequent examinations without attending a fresh course of studies for that semester in the Department/Institute. Such a candidate may, in the meantime, prosecute his/her studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower Semester(s).

Provided that after completion of their studies for the whole duration of the course upto 8th Semester, the candidates will be allowed to appear in examination as an ex-student for the left out papers subject to clause 8.3.

8.2 A candidate shall not be allowed to attend classes in the semester mentioned in Column (a) below unless he/she has fulfilled the attendance requirement as per Clause 7 for all the courses of the Semesters, mentioned in Column (b) below and shall be required to repeat the studies of the course(s) in which he/she has failed to achieve the attendance requirements whenever the course(s) is/are offered by the Department/Institute :-

(a)	(b)	
3 rd Semester onwards	1 st Semester 2 nd Semester	} (Except in case of candidates admitted under clause 4.2)
5 th Semester onwards	3 rd and 4 th Semesters	
7 th Semester onwards	5 th and 6 th Semesters	

8.3 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth, Seventh and Eight semesters) within seven years of his admission to the course, shall be deemed to be unfit for the course. However, this time limit shall be six years in case of candidates who join Semester III under Lateral Entry Scheme.

Provided further that if a candidate fails to pass all the papers of first year of the course within a period of three years shall also deemed to be unfit to pursue the course.

9. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s) for the purpose of passing, shall pay fee as for the whole Semester examination.

10. The medium of instruction and examination shall be English.

11. The minimum number of marks required to pass the Semester examination shall be as under :

- (i) 50% in theory paper (including sessionals)
- (ii) 50% in practicals (including sessionals)
- (iii) 50% in aggregate in each Semester examinations.

While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s) and/or practical(s) in which he/she has obtained at least 50% marks including sessionals. The revised sessionals of a re-appear candidate shall only be accepted if he/she obtains higher marks in the re-test than the marks obtained by him in previous class test.

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates. The Detailed-Marks-Cards will be issued by the Results Branch.

13. The list of successful candidates of Eighth Semester Examination shall be arranged on the basis of the aggregate marks obtained in the First, Second, Third, Fourth, Fifth, Sixth, Seventh and Eighth Semester examinations taken together, and the division obtained by the candidate will be stated in the Degree, as under :-

- (a) Candidates who pass all the eight Semester examinations at the first attempt and within minimum duration of the course i.e. four years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'.

- (b) 60% or more marksFirst Division.
- (c) 50% or more but less than 60% marksSecond Division.

Provided that in case of the candidate who took admission in B. Pharmacy Semester-III under Lateral Entry Scheme, the classification of division will be made on the basis of the percentage of marks obtained by him in his qualifying examination Semesters-III, IV,V,VI,VII and VIII; and equal weightage will be given to each Part/Semester.

14. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of the B. Pharmacy Course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

Transitory provision :

Candidates admitted to B. Pharmacy Part-I/II/III/IV course under Annual System in the academic session 2008-09 or earlier shall be governed by the old rules.

***ORDINANCE—BACHELOR OF TOURISM MANAGEMENT (BTM)
EXAMINATION (*Semester System*)**

1.1 The duration of the course of instruction for the award of Bachelor of Tourism Management (BTM) Degree shall be three academic years, comprising of six semesters. Each academic year shall be divided into two semesters i.e. July to December and January to May/June.

1.2 Main as well as supplementary examinations for the First, Third and Fifth semesters shall be held in December/January and for the Second, Fourth and Sixth semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which Examination-forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3. A person who has passed Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education, Haryana or its equivalent examination with English as one of the subjects obtaining 50% marks in aggregate, shall be eligible to join First semester of the BTM course. The candidates having compartment/re-appear at 10+2 level shall not be eligible for admission to the course.

4. A person who has passed the semester I and II or III and IV shall be eligible to join the semester III and V respectively of the course. This is, however, subject to the provisions of Clause 8.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

6.1 The courses of study and the subjects of examinations shall be as approved by the Academic Council from time to time. The

*Approved vide Executive Council Resolution No.5(1) of 9.6.2010, w.e.f. the Session 2009-10.

examination shall consist of :

- (a) **Written Papers :** Written papers to be set by the Paper-setters duly recommended by the concerned Board of Studies. If question paper is not received two weeks before the commencement of the examination, it will be got set from another Paper-setter duly recommended by the Chairperson concerned. The Answer-books will be evaluated by the examiners duly recommended by the Board of Studies.
- (b) **Field Trip:**
- (c) **Practical Training:**
- (d) **Sessionals :** Each theory paper in each semester shall have 20% marks for internal assessment/sessional Work except for English and Hindi papers where internal assessment/sessional marks shall be 10% in each paper. The internal assessment/sessional Work shall be evaluated by the teachers concerned on the basis of following activities :
 - (i) Class test (Two of 8 marks each) 16 marks
 - (ii) Class Attendance 4 marks

However, in case of English and Hindi papers, the distribution of 10 marks or 10% marks for internal Assessment/sessional work shall be as under :

- (i) Class Test/House Examination 5 marks or 5% marks
- (ii) Class Attendance 5 marks or 5% marks

Explanation :

The total score of the class-tests and House Examination will be 100 as detailed below :-

Test/Exam.	No.	Duration	Marks	Total
(i) Class Tests	2	45 minutes (each)	10 (each)	20
(ii) House Exam.	1	3 Hours	80	80
			100	—

6.2 Attendance to the extent of 10% for the award of Sessional marks can be given on account of :

- (i) Participation in sports/games/cultural activities etc. certified

by the Chairperson of the Department/Principal of the College concerned.

- (ii) Taking a competitive examination/appearing in interviews held by Govt. Organizations/public Ltd. Companies subject to the satisfaction of the Department/College.

6.3 The marks obtained in Sessional work shall be awarded by the class teachers and forwarded by the Principal of the College concerned duly countersigned by him to the Examination Branch soon after the classes for concerned semester are over.

6.4 The Principal of the College shall preserve the record on the basis of which the Internal Assessment/ Sessional awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

7.1 The First/Second/Third/Fourth/Fifth/Sixth Semester Examinations shall be open to a regular student who has :

- (a) passed the requisite qualifying examinations as laid down in Clause 3, or is covered under clause 4 or 8;
- (b) remained on the rolls of the College during one semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper and practical separately in each semester (the course to be counted up to the day before the commencement of the examination).
- (d) obtained pass marks in the Internal Assessment of the paper(s) of the relevant Semester except English and Hindi for which he/she is a candidate. Provided that a candidate who has not attended the requisite percentage of lectures or has not obtained pass marks in the Internal Assessment for any paper(s) other than English and Hindi shall not be eligible to take the

Semester Examination in the concerned paper unless he/she repeats the course in the paper(s) concerned and obtains the minimum pass marks in the Internal Assessment/ requisite attendance in the concerned subject.

7.2 The Principal of the College concerned may condoned deficiency in the prescribed course upto 10% of lectures delivered in each paper on the sufficient grounds.

8.1 A candidate who has completed the prescribed course of instruction in a recognized college for First semester or Second/Third/Fourth/Fifth/Sixth semester examination, but does not appear in it, or having appeared fails, may be allowed on the recommendation of the Principal of the college concerned to appear/reappear in that examination, as an ex-student, without attending fresh course of instruction only twice at the Subsequent examinations. While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s), Project/Training Report, Viva-voce in which he has obtained 40% marks.

8.2 A candidate who has appeared and failed in Semesters I and II or III and IV shall be promoted to the III and V Semester, as the case may, only if he/she has got exemption in the paper(s) mentioned below:

From BTM. Part I (Semesters I & II) to Part II (Semester III)	If he/she has cleared at least 50% papers of I & II Semester
From BTM Part II (Semesters III & IV) to Part III (Semester V)	If he/she has passed in all the papers of I & II Semester and has cleared at least 50% of papers of III and IV Semester.

8.3 A candidate who fails to pass all the examination (First, Second, Third & Final semester) within five years of his admission to the course, shall be required to repeat the course *de novo*.

9. The amount of examination fee to be paid by a candidate for each semester shall be as prescribed by the University from time to time. A candidate, who re-appears in one or more paper(s)/practical(s)/ semester(s) for the purpose of passing, shall pay fees as for the whole examination.

10. The medium of instruction and examination shall be English/

Hindi.

11. The minimum number of marks required to pass the examination shall be 40% in each theory/training report and Internal Assessment (except in case of Internal Assessment of English and Hindi)and 40% in aggregate of each semester viz. I/II/III/IV/V and VI.

12.1 The candidates of BTM course shall be required to undertake a field trip to popular destinations during or after second semester of atleast 5 days' duration and shall submit two copies of the report for evaluation/Viva-voce to be conducted by the examiners approved by the Board of Studies.

12.2 The candidates of BTM shall be required to undertake four weeks on the job training in the IATA approved travel agencies or the organization looking after the travel business with 10 years standing after the end of IV semester and shall submit two copies of the report for evaluation/Viva-voce to be conducted by the examiner approved by the Board of Studies.

12.3 The last date for receipt of the training/Field Trip report in the Secrecy Branch shall normally be 30th November of the concerned year. However, the period for submission of training/field report may be extended on the recommendation of the Principal of the College upto 31st March of the following year with late fee of Rs.500/- or as may be prescribed by the University from time to time. If a candidate fails to submit the training/Field Trip report even upto the extended period, he/she shall be considered to have absented in the training /Field Trip paper and his/her result shall be declared accordingly.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and the Detailed-Marks-Cards will be issued by the Results Branch.

14. The list of successful candidates after Sixth Semester Examination shall be arranged, as under, on the basis of the aggregate marks obtained in the First, Second, Third, Fourth, Fifth and Sixth Semester Examinations taken together, and the division obtained by the candidate will be stated in the Degree as under :-

- (a) 60% or more marksFirst Division.
- (b) 50% or more but less than 60% marksSecond Division.

(c) Below 50% marks Third Division.

15. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall unless specified otherwise, apply to all the students whether old or new.

TRANSITORY PROVISION :

Candidates admitted to the Bachelor of Tourism Management Part I/II/III course under Annual System in the academic session 2008-09 or earlier shall be governed by the old rules.

***ORDINANCE—BACHELOR OF LAWS (LL.B.) (PROFESSIONAL)
(3-YEAR) EXAMINATION (*Semester System*)**

1.1 The duration of the course of instruction for the award of Bachelor of Laws (LL.B.) (Professional) Degree, shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Main as well as Supplementary Examinations for the First, Third and Fifth Semesters shall be held in the month of December/January and for the Second, Fourth and Sixth Semesters in May/June.

1.3 The dates of examination fixed under above Clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3. A person who has passed a Bachelor's or Master's Degree in any discipline from this University or an equivalent Degree recognized with at least 45% marks (40% marks for SC/ST) in the aggregate, shall be eligible to join First Semester of the LL.B. Course.

♥Note :- The candidates who have obtained 10+2 Standard Certificate or Bachelor/Master Degree through Open School/Universities system directly without having any basic qualification for prosecuting such studies are not eligible for admission in LL.B. (Professional, 3 year course).

4. A person who has passed the semester I and II or III and IV shall be eligible to join the semester III and V respectively of the course. This is, however, subject to clauses 11 and 12 below.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been

*Approved vide Executive Council Resolution No.13(7) of 12.6.2009, w.e.f. the Session 2008-09.

♥ Amended vide Executive Council Resolution No.6(9) of 28.3.2012 w.e.f. the Session 2011-12.

eligible fails, to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

6.1 The First/Second/Third/Fourth/Fifth/Sixth Semester Examinations shall be open to a regular student who :-

- (a) has passed the requisite qualifying examination as laid down in clause 3, if he/she is a candidate for the First Semester Examination or, has passed the preceding Semester Examination if he/she is a candidate for the Second/Third/Fourth/Fifth/Sixth Semester Examination. This is, however, subject to clause 12 below;
- (b) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department of Law/Principal of the College concerned and produces the following certificates :
 - (i) of having remained on the rolls of the Department/ College for the Semester preceding the examination;
 - ♦(ii) of having attended not less than 75% of the lectures delivered in each of the subject concerned and also in tutorial and practical classes (to be counted up to the day before the commencement of the semester examination). Provided that a candidate who has not attended the requisite percentage of Lectures for any paper(s) will be eligible to take examination in the remaining paper(s).

♦6.2 The Chairperson, in exceptional cases, if satisfied, for good reasons may defer the shortage of attendance by 5% only in that particular Semester to be made good in the next Semester. If so, the candidate shall have to give an undertaking to the satisfaction of the Chairperson for making good the deficiency of lectures.

However, the above provision of clause 6.2 shall be applicable only to the candidates appearing in LL.B. Semester I, II, III and IV examinations. No candidate shall be allowed to appear in LL.B. Vth and

♦Amended vide Executive Council Resolution No.18(25) of 27.11.2009, w.e.f. the session 2009-10..

VIth Semester examinations unless he/she has attended 75% lectures delivered in all the six Semesters of LL.B. course.

Provided that if the percentage of attendance is deficient on account of :-

- (i) Participation in Inter-University, University of Inter-Collegiate Sports Tournaments/ Youth Festivals/University Level Debates, National and International Tournaments, with the previous sanction of the Chairperson;
- OR
- (ii) attendance at the N.C.C. Camps or University Educational Excursions or other extra-curricular activities, certified by the Chairperson.
 - (iii) attendance at Mountaineering Course:-
 - (a) by N.C.C. students;
 - (b) by students sent by the Youth & Cultural Affairs Department;
 - (iv) voluntary donation of blood, certified by a Govt. Doctor of Gazetted rank or University Medical Officer;
 - (v) attendance and/or participation in the All India Moot Court/ Debate competitions and attendance at the extension lectures organized by the Law Department;

Credit may be given for the number of days on which lectures were delivered or tutorials or practical work done during this period of attendance or participation aforesaid, provided that the total period of absence shall not exceed 11 days in a Semester and that for (iv) above it shall not exceed 2 days.

7. A candidate on the rolls of the Department of Law or an ex-student shall submit his application for admission to an examination at least three days before the last date of sending the forms as mentioned under Clause 2 above, on the prescribed form with the requisite certificates duly countersigned by the Chairperson of the Department or a Senior member of the Teaching Staff nominated by him and approved by the Controller of Examinations.

8. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s), shall pay fee as for the whole examination.

9. The medium of instruction and examination shall be English. This is, however, subject to relaxation as per Executive Council resolution No.47 of 30.12.1988 i.e., the medium of examination shall be English or Hindi if the facilities in the department are available.

10. The minimum number of marks required to pass shall be 45% in each paper in each Semester.

11. A candidate, who fails in a Semester examination shall be exempted from re-appearing in the paper(s) in which he/she may have obtained at least 45% marks. Such a candidate shall be allowed to appear, for passing in the remaining paper(s), only at the next four respective semester examinations held in immediate succession to the examination in which he/she appeared and failed, or having been eligible, did not appear.

Provided that a candidate for the LL.B. Degree must pass all the Semester examinations, i.e. Semester I, II, III, IV, V and VI within five years of his/her admission to the LL.B. I Semester class, failing which he/she will be deemed to be unfit for the course and shall not be allowed to appear in the same either by attending classes again as a regular student or as ex-student unless he/she has been otherwise allowed by the Academic Council of the University.

12.1 A candidate who has failed in Semesters I and II or III and IV shall be promoted to the III and V Semester, as the case may, only if he/she has got exemption in the paper(s) mentioned below :

From LL.B. Part I (Semester I & II) to Part II (Semester III)	If he/she has cleared at least 50% papers of I & II Semester.
From LL.B Part II (Semester III & IV) to Part III (Semester V)	If he/she has passed in all the papers of I & II Semester and has cleared atleast 50% of papers of III and IV Semester.

Provided that a candidate who appeared in LL.B Semester I and II examination but fails to earn exemption in at least 50% papers, or, having been eligible fails to appear in the examination for good reasons e.g., serious illness, serious calamity like death of father or mother etc. shall be admitted to LL.B. III Semester Class provisionally subject to the

condition that if he/she is unable to earn exemption in at least 50% papers of LL.B. Part I (Semester I and II) by the next supplementary examination, his/her provisional admission to the LL.B. III Semester Class shall stand cancelled. This proviso shall also apply to the promotion of a candidate from LL.B. Part-II Class to Part-III Class.

12.2 The students of II and IV Semesters, who are entitled to be promoted to Semester III and V respectively, shall submit applications on the prescribed form for fresh admission to III and V Semesters on or before the date(s) notified by the Chairperson of the Department of Law. Admission may be refused by the Chairperson on reasonable grounds.

13. The details of the Practical Training (Legal Methods, Moot Courts etc.) to be imparted to LL.B. I, II, III, IV, V and VI Semesters students will be notified by the Chairperson of the Department of Law from time to time.

14. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Detailed-Marks-Cards will be issued by the Result Branch.

15. The list of successful candidates of VIth Semester Examination shall be arranged, as under, on the basis of the aggregate marks obtained in the First, Second, Third, Fourth, Fifth and Sixth Semester Examinations taken together, and the division obtained by the candidate will be stated in the Degree :-

- (a) 60% or more marksFirst Division.
- (b) 45% or more but less than 60% marksSecond Division.

16. A candidate who has already passed the LL.B. Examination from this University may appear in one or more other additional subjects at any subsequent examination, when held, without attending a regular course of study. The examination fee shall be such as prescribed by the University from time to time. A candidate shall, in order to pass, be required to obtain at least 45% marks in each paper of the subject.

17. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the

Ordinance and the amended Ordinance, if any, shall unless specified otherwise, apply to all the students whether old or new.

TRANSITORY PROVISION :

Candidates admitted to the LL.B (Professional) Part I/II/III course under Annual System in the academic session 2007-08 or earlier shall be governed by the old rules.

**ORDINANCE—B.A. LL.B. (HONS.) FIVE-YEAR INTEGRATED
COURSE EXAMINATION (*Semester System*)**

*1.1 The duration of the course leading to the Degree of B.A.LL.B. (Hons.) Shall be five academic years. Each year shall be divided into two semesters i.e. July to November/December and January to April/May. Each semester shall have minimum 18 weeks. The examination for the First, Third, Fifth, Seventh and Ninth semesters shall ordinarily be held in the month of December/January and for the Second, Fourth, Sixth, Eighth and Tenth Semesters in the month of May/June on such dates as may be fixed by the Controller of Examinations.

1.2 The schedule of dates fixed in accordance with Clause 1.1 above shall be notified by the Controller of Examinations.

2. The last date(s) by which the examination form and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Calendar Vol.II.

♦3.1 A person who has passed the Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana or an examination recognized as equivalent thereto, securing not less than 45% marks in the aggregate with English as one of the subjects, shall be eligible to seek admission in the First year of B.A.LL.B. (Hons.) 5-Year course.

3.2 The minimum eligibility condition in the case of Scheduled Caste/Scheduled Tribe candidates shall be 40% marks in the qualifying examination.

♥**Note :-** The candidates who have obtained 10+2 Standard Certificate through Open School/Open Universities system directly without having any basic qualification for prosecuting such studies are not eligible for admission in the B.A. LL.B. (Hons.) 5-years course.

* Amended/added vide Executive Council Resolution No.4(4) of 8.5.2012 (w.e.f. session 2009-10)

♦ Amended vide Executive Council Resolution No.5 (29) of 22.05.2013 w.e.f. session 2013-14.

♥ Amended vide Executive Council Resolution No.6(9) of 28.03.2012 w.e.f. session 2011-12

3.3 The candidates who are placed under compartment in the qualifying examination shall not be allowed admission to the course.

♦4. The examinations of Semester I/II/III/IV/V/VI/VII/VIII/IX/X, shall be open to a student who has his name submitted to the Controller of Examinations through the Director/Principal and produces the following certificate(s) signed by him :-

- (a) of having remained on the rolls of the Institute for the Semester concerned preceding the examination;
- (b) of having attended not less than 75% of the lectures delivered in each of the paper including sessional/practical work as per scheme of examination (the course to be counted up to the day before the commencement of the examination).
- (c) The Director/Principal, in exceptional cases, if satisfied for good reasons, may condone the deficiency of attendance upto 5% in each paper.

Provided that if the percentage of attendance is deficient on account of :

- (i) Participation in Inter-University, University or Inter-Collegiate Sports Tournaments/Youth Festivals/University Level Debates, National and International Tournaments, with the previous sanction of the Director/Principal.
- (ii) attendance of the N.C.C. Camps or University Educational Excursions or other extra-curricular activities, certified by the Director/Principal.
- (iii) attendance at Mountaineering Course :
 - (a) by N.C.C. students;
 - (b) by students sent by the Youth and Cultural Affairs Department;
- (iv) voluntary donation of blood certified by a Government Doctor of Gazetted rank or University Medical Officer.

♦Amended/added vide Executive Council Resolution No.4(4) of 8.5.2012 (w.e.f. session 2009-10)

- (v) attendance and/or participation in the All India Moot Court/Debate competitions;
- (vi) attendance at the extension lecture(s) organised by the National Institute of Law/Department of Law.

Credit may be given for the number of days on which lectures were delivered or sessional/practical work done during the period of attendance or participation aforesaid, provided that the total period of absence shall not exceed 11 days in a semester and that for (iv) above it shall not exceed 2 days.

*5. A candidate on the rolls of the Institute/College or an ex-student, shall submit his application for admission to an examination on the prescribed form with the requisite certificates duly countersigned by the Director/Principal or a member of the teaching staff nominated by him.

6. The amount of examination fee to be paid by a candidate for each semester shall be as prescribed by the University from time to time.

7. The medium of instruction and examination shall be English.

8. Candidates shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or having been eligible, fails to appear in an examination, shall unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed for regular students appearing for that examination.

*9.1 To pass each semester examination, a candidate must obtain at least 45% marks in each written paper/sessional, practical work (Project, Seminar/Moot Court, Mid-Term test, Internship, etc.)/Viva-Voce and 45% marks in the aggregate of each semester examination.

9.2 Each written paper for the respective semester Examination shall be set and evaluation of the answer books shall be done as per the University rules.

♦9.3 The internal assessment in each theory paper of B.A. LL.B.(Hons.) 5-year integrated course shall be as under :-

* Amended/added vide Executive Council Resolution No.4(4) of 8.5.2012 (w.e.f. session 2009-10)

♦ Amended/added vide Executive Council Resolution No.4(4) of 8.5.2012 w.e.f. session 2009-10.

Total Marks = 20
 Mid Term Paper = 10 marks
 Seminar/Practical/
 Moot Court : Written work = 5 marks
 Presentation = 2.5 marks

Attendance more than 75-80 = .5 mark
 Attendance more than 80-85 = 1 mark
 Attendance more than 85-90 = 1.5 marks
 Attendance more than 90-95 = 2 marks
 Attendance more than 95-100 = 2.5 marks

♥9.4 The assessment of sessional/practical work (Project, Seminar/Moot Court, Mid-Term Tests, etc.) shall be made by the teacher, teaching the paper.

9.5 The Director/Principal of the Institute will preserve the records of the sessional/Practical work upto six months from the date of the declaration of the concerned semester Examination results.

10. A candidate, who fails in a semester examination shall be exempted from re-appearing in the paper(s)/sessional/Practical work (Project report, Seminar/Moot Court, etc.) in which he may have obtained at least 45% marks (including the marks of sessional/Practical work). Such a candidate shall be allowed to appear, for passing in the remaining paper(s), only at the next two respective semester examinations held in immediate succession to the examination in which he appeared and failed or having been eligible, did not appear.

♥Provided that a candidate for the B.A. LL.B. (Hons.) 5-Year Integrated Course must pass all the examinations, i.e. Semester I, II, III, IV, V, VI, VII, VIII, IX and X within seven years of his admission to the first year class of the course failing which he will be deemed to be unfit for the course and shall not be allowed to appear as a regular student or as an ex-student unless he has been otherwise allowed by the Academic Council of the University.

♥ Amended/added vide Executive Council Resolution No.4(4) of 8.5.2012 w.e.f. session 2009-10

♥11. The candidate admitted to the Course shall not be allowed to pursue any other course (except certificate course in any Indian or foreign language or computer application being conducted by this University on part-time basis in the evening with prior permission of the Director, Institute of Law/Principal of the College concerned) otherwise his candidature for the B.A. LL. B. (Hons.) course will be cancelled forthwith.

♦12 A candidate who has appeared and failed or having been eligible but did not appear in the I, III, V, VII, and IX Semester examination shall be promoted from I to II, III to IV, V to VI, VII to VIII and IX to X Semester respectively subject to the provision of Clause 12.1.

♦12.1 The following provisions shall be observed for promotion to the next higher class, where prescribed number of papers of a particular class are not passed by a candidate and where prescribed number of chances to pass an examination are exhausted :-

‘Students of B.A.LL.B.(Hons.) 5-Year Integrated Course, who are deficient in clearing 50% papers of their previous class(es) may be allowed to join the next higher class with an additional fee as prescribed by the University from time to time.’

♦12.2 Every student of semester II, IV, VI and VIII who is entitled to be promoted to Semester III, V, VII and IX respectively, shall submit an application on the prescribed form for fresh admission to Semester III, V, VII and IX on or before the date(s) notified by the Director/Principal. Admission may be refused by the Director/Principal for reason(s) to be recorded in writing.

♦12.3 The candidates whose result is declared late for no fault of theirs, may be allowed to attend the classes of the next higher semester provisionally at their own risk and responsibility, subject to their passing the concerned semester examination/ earning exemption in the requisite number of papers as provided in Clauses 10 and 12.1.

13. The details of sessional/practical work (including Project, Seminar/Moot Courts, mid-term test, etc.) to be imparted to the students

♦ Amended/added vide Executive Council Resolution No.4(4) of 8.5.2012 w.e.f. session 2009-10.

will be notified by the Principal of the College/Director of the Institute from time to time.

14. The Controller of Examinations shall publish the result and issue Detailed-Marks-Cards as soon as possible after the declaration of the result of the Examination.

15. The candidates who successfully complete the five-year course will be awarded B.A. LL. B. (Hons.) Degree. The list of successful candidates shall be prepared on the aggregate marks obtained in all the ten semesters examinations and shall be arranged as under :

- (a) Those who obtain 60% or more marks ...First Division.
- (b) Those who obtain 45% or more marks ...Second Division.
but less than 60% marks

The candidates who pass the examination at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

Note: There shall be no lateral entry on the plea of graduation or exit by way of awarding a degree splitting the integrated double degree course, at any intermediary stage.

16. Notwithstanding the integrated nature of the course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall unless specified otherwise, apply to all students whether old or new.

***ORDINANCE—BACHELOR OF ARCHITECTURE (B.ARCH.)
EXAMINATION (*Semester System*)**

1.1 The duration of the course of instruction for award of Bachelor of Architecture (B.Arch.) Degree shall be five academic years, comprising of ten semesters. Each academic year shall be divided into two semesters i.e. July to December and January to May/June.

1.2 Examinations for the First, Third, Fifth, Seventh and Ninth semesters shall be held in December/January and for the Second, Fourth, Sixth, Eighth and Tenth semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3.1 A candidate who has passed one of the following examinations shall be eligible to join First Semester of the course :

- (i) Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education, Haryana or an examination recognized as equivalent thereto, with at least 50% marks in aggregate and Mathematics as subject of examination at the 10+2 level.

OR

10+3 Diploma (any stream) recognized by Central/State Government with 50% aggregate marks.

OR

International Baccalaureate Diploma, after 10 years of schooling, with not less than 50% marks in aggregate with Mathematics as compulsory subject of examination.

- (ii) Passed National Aptitude Test in Architecture conducted by AIEEE or Council of Architecture.

*Approved vide Executive Council Resolution No.5(15) of 9.6.2010, w.e.f. the Session 2009-10.

3.2 Admission on migration to the Third Semester may be allowed, in the beginning of the session, to candidates who are permitted to migrate in accordance with the rules framed by Kurukshetra University.

4. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

5.1 The courses of the study and the subjects of examinations shall be as approved by the Academic Council from time to time. The examination shall consist of :-

- (a) **Written Papers:** Written papers will be set by External Paper setters and the answer books will be evaluated by the Internal Examiner(s).
- (b) **Practical Examinations:** Examinations in practicals/ viva-voce shall be conducted jointly by the External and Internal Examiners. External Examiners will also include teachers from other Colleges/Institutes affiliated to this University and Internal Examiner, here shall mean teacher concerned from the same College/Institute.
- (c) **Sessionals:** Sessional work will be evaluated by the teachers concerned based on the work done during the semester on the basis of the following weightages :

I. For Theory Subjects :

- | | |
|--|-----|
| (i) Class Test (two best of three) | 40% |
| (ii) Class Attendance (Lecture/Tutorial) | 40% |
| (iii) Class Work | 20% |

II. For Practical/Project Courses:

- | | |
|-----------------------|-----|
| (i) Laboratory Record | 20% |
| (ii) Class Attendance | 40% |
| (iii) Class Work | 40% |

For Seminar courses, the marks will be awarded by the teacher-in-charge of the Seminar and for comprehensive viva-voce the marks will be awarded by a Committee of three teachers appointed by the Principal of the College/Director of the Institute concerned.

5.2 The maximum attendance for calculation of attendance component of sessional marks shall be 75% of total scheduled periods. Provided that the teacher(s) concerned will give attendance to the extent of 10% for the award of sessional marks on account of :

- (i) participation in sports/games/cultural activities etc. certified by the Principal of the College/Director of the Institute concerned.
- (ii) taking a competitive examination/appearing in interviews held by Govt. Organizations/Public Ltd. Companies subject to the satisfaction of the Department/College.

5.3 The marks obtained in Sessional work shall be forwarded to the Examination Branch by the Principal of the College/Director of the Institute concerned. duly countersigned by him soon after the classes for concerned semester are over.

5.4 The Principal of the College/Director of the Institute concerned shall preserve the record on the basis of which Sessional awards have been prepared for inspection, if needed, by the University up to six months from the date of declaration of the Semester result.

6.1 The First/Second/Third/Fourth/Fifth/Sixth/Seventh/Eighth/Ninth/Tenth Semester examinations shall be open to a regular student who :

- (a) has passed the requisite qualifying examination as laid down in clause 3.1, if he is a candidate for the First semester or is covered under clause 3.2 if he is a candidate for the Third semester or covered under clause 7, as the case may be;
- (b) has remained on the rolls of the College/Institute during one semester preceding the examination;
- (c) has his/her examination form submitted to the Examinations Branch through the Principal of the

College/Director of the Institute concerned and produces the following certificates :

1. of good character;
2. of having attended not less than 75% of the total number of periods assigned to that subject/practical. This requirement shall be fulfilled separately for each course of study in each semester (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s) shall not be eligible to take the examination in that paper/practical unless he/she repeats the course in the paper(s) concerned and obtains requisite attendance in the concerned subject.

6.2 The Principal of the College/Director of the Institute concerned may condone deficiency in the prescribed course upto 10% of the periods assigned to the subject in genuine cases to his satisfaction.

7.1 If a candidate has, after attending the course of studies in the College/Institute and being eligible, either not appeared or appeared in any semester examination and failed in one or more courses for that examination, he/she can appear for such course(s) at subsequent examinations without attending a fresh course of studies for that semester in the College/Institute. Such a candidate may, in the meantime, prosecute his/her studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s).

Provided that after completion of their studies for the whole duration of the course upto 10th Semester, the candidate will be allowed to appear in examination as an ex-student for the left out papers subject to Clause 7.3.

7.2 A candidate shall not be allowed to attend classes in the semester mentioned in Column (a) below unless he/she has fulfilled the attendance requirement as per Clause 6 for all the courses of the semesters, mentioned in Column (b) below and shall be required to repeat the studies of the course(s) in which he/she has failed to achieve

the attendance requirements whenever the course(s) is/are offered by the College/Institute :-

(a)		(b)
3 rd Semester onwards	1 st Semester 2 nd Semester	} (Except in case of candidates admitted under Clause 3.2)
5 th Semester onwards	3 rd and 4 th Semesters	
7 th Semester onwards	5 th and 6 th Semesters	
9 th Semester onwards	7 th and 8 th Semesters	

Provided that a candidate whose result is declared late for no fault of his/her, should attend classes of the next higher semester provisionally at his/her own risk and responsibility, subject to his/her passing the concerned lower semester examination. In case the candidate fails to pass the concerned lower semester examination, his/her attendance and studies in the next higher semester in which he/she was allowed to attend classes provisionally shall stand automatically cancelled.

7.3 A candidate who fails to pass the B.Arch. Examination within a period of ten years (seven years in respect of candidates admitted under clause 3.2) of his admission to the course shall be deemed to be unfit for the Bachelor of Architecture course at this University.

8. The amount of examination fee to be paid by a candidate for each semester shall be as prescribed by the University from time to time. A candidate, who re-appears in one or more paper(s)/practical(s)/semester(s) for the purpose of passing, shall pay fees as for the whole examination.

9. The medium of instruction and examination shall be English.

10. The minimum number of marks required to pass the examination in each Semester shall be as under :-

- (i) 40% in each written paper;
- (ii) 40% in the aggregate of sessional and examination marks for each theory subject;

- (iii) 40% in each practical examination or viva-voce examination;
- (iv) 40% in the aggregate of sessional marks and examination marks for each practical subject.

Provided that a candidate who fails to obtain the requisite marks in aggregate of sessional and examination marks, as provided in (ii) and (iv) above, shall be required to re-appear in the examination in the concerned subject in the subsequent examination(s). Such a candidate will not be required to repeat the sessional work.

11. As soon as possible, after the completion of the examination, the Controller of Examinations shall publish the result of the candidates. The Detailed-Marks-Cards will be issued by the Results Branch.

12. In order to determine the division in which the candidate should be placed the scaled marks will be as under :-

Name of the examination	Scaled Marks
1 st and 2 nd Semester	40%
3 rd and 4 th Semester	50%
5 th and 6 th Semester	60%
7 th and 8 th Semester	80%
9 th and 10 th Semester	100%

However, these marks will be increased proportionately so as to raise them to the level of marks as per percentage mentioned above.

13. The candidates who pass all the ten semester examinations shall be classified into divisions, as under, on the basis of above mentioned scaled marks obtained in First, Second, Third, Fourth, Fifth, Sixth, Seventh, Eighth, Ninth and Tenth Semester examinations taken together, and the division obtained by them will be stated in their degree:

- (a) Candidates who pass all semester examinations in the first attempt and within minimum duration of the course i.e. five years, obtaining 70% or more marks of the total aggregate shall be declared to have passed with 'Honours'
- (b) 60% or more marks First Division.
- (c) 50% or more but less than 60% Second Division.

marks

(d) Below 50% marksThird Division.

14. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall unless specified otherwise, apply to all the students whether old or new.

**ORDINANCE—BACHELOR OF TECHNOLOGY (B.Tech.)
EXAMINATION (*Semester System*)**

Notwithstanding anything contained in any other Ordinance with regard to the matters hereunder, the courses of study for the Degree of Bachelor of Technology in the Faculty of Engineering & Technology and the conditions for admission thereto shall be as under :—

1.(a) The Bachelor of Technology Degree Course shall extend over a minimum period of four academic years. Teaching in each academic year shall be divided into two semesters. Each semester will be of about 16 weeks duration. A candidate will be eligible to be considered for admission to the First Semester of this course only if he fulfils the following requirements :

♦(i) That the candidate has passed (10+2 Examination) from recognized Board/University with Physics & Mathematics as compulsory subjects alongwith one of the following subjects:

- (a) Chemistry;
- (b) Bio-Technology;
- (c) Computer Science;
- (d) Biology

For admission to B.E./B.Tech.; Bio-Technology, the candidate should be a pass in 10+2 examination with Physics and Mathematics or Biology as compulsory subjects alongwith any one of the following subjects;

- (a) Chemistry;
- (b) Bio-Technology;
- (c) Computer Science

Obtained at least 45% marks (40% for SC candidates) in the above subjects taken together

(b) Admission on migration to the Third Semester may be allowed, in the beginning of the Session, to candidates who are permitted

♦ Amended vide Executive Council Resolution No.5(1) of 22.05.2013 w.e.f. session 2011-12.

to migrate in accordance with the rules framed by Kurukshetra University.

♦2. Candidates must have passed Diploma in Engineering/Technology course in any discipline of a duration 3 years or more from an AICTE approved institution with atleast 45% marks in the aggregate (40% in case SC candidates) of all semesters may be allowed Lateral Entry at 3rd Semester of B.Tech. Degree Course.

Note: Candidates with Diploma in Architecture are eligible to seek admission under Lateral Entry Programme only for B.E./B.Tech. Civil Engineering.

3.(a) At the end of each Semester there shall be an examination wherein candidates may be examined in the courses studied by them in that semester. Each Semester Examination, shall be designated as First Semester Examination, Second Semester Examination, Third Semester Examination and so on.

* (b) The Examination of Odd Semesters will be held in December/January and Even Semesters in May/June in an Academic Year, on such dates as may be fixed by the Vice-Chancellor. The Students will have to appear accordingly.

(c) The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

However, in case of late declaration of result by the University, forms can be submitted without late fee within 25 days of declaration of result by the University subject to the requirements of Clause 5 below.

4. The courses of the study and the subjects of examinations shall be as approved by the Academic Council from time to time. The examination shall consist of :-

(a) **Written Papers** : Written papers to be set by the External Paper setters. If a question paper is not received from External Paper-setter two weeks before the commencement of examinations, it will be

♦ Amended vide Executive Council Resolution No.5(1) of 22.05.2013 w.e.f. session 2011-12

* Amended vide Executive Council Resolution No.2(11) of 30.9.2003.

got set from a teacher in the Faculty of Engineering & Technology. The answer books are to be evaluated by the Internal Examiner(s). Internal Examiner means a teacher in the Faculty of Engineering & Technology of Kurukshetra University, Kurukshetra.

(b) **Practical Examinations** : Examinations in practicals/viva-voce shall be conducted jointly by the External and Internal Examiners. External Examiners will also include teachers from other Colleges affiliated to this University.

(c) **Sessionals** : Sessional work to be evaluated by the teachers concerned based on the work done during the Semester on the basis of the following weightages :

I. For Theory Subjects :

(i) Class test (Two best of three)	40%
(ii) Class Attendance (Lecture/Tutorial)	40%
(iii) Class Work	20%

II. For Practical/Project Courses :

(i) Viva-Voce/Test	20%
(ii) Laboratory Record	20%
(iii) Class Attendance	40%
(iv) Class Work	20%

For Seminar courses, the marks will be awarded by the teacher incharge of the Seminar and for comprehensive viva-voce the marks will be awarded by a Committee of three teachers appointed by the Chairperson of the concerned Department of the College.

The maximum attendance for calculation of attendance component of sessional marks shall be 85% of total scheduled periods. Provided further the teacher(s) concerned will give attendance to the extent of 10% for the aware of sessional marks on account of :

- (i) Participation in Sports/Games/Cultural activities etc. certified by the Principal of the College;
- (ii) Taking a competitive examination/appearing in interviews held by Govt. Organisations/Public Ltd. Companies subject to the satisfaction of the College.

The marks obtained in sessional work shall be awarded by the teachers concerned and duly countersigned by the Chairperson of the concerned Department of the College and then forwarded by the Principal of the College/his nominee to the Controller of Examinations of the University soon after the Semester.

*5.(a) The candidate can be admitted to a semester examination if he has attended regularly the prescribed courses of study for the relevant semester in an Engineering Institution affiliated to Kurukshetra University and attended not less than 75% of the total number of periods assigned to that subject. This requirement shall be fulfilled separately for each course of study. The attendance shall be counted upto 10 days before the commencement of the examinations. The Principal of the College is empowered to condone the shortage in attendance upto 10% of the periods assigned to the subject in genuine cases to his satisfaction.

(b) He has, unless he is a candidate for admission to the First Semester Examination (Third Semester Examination for a candidate admitted under Clause 1(b) or 2), passed the previous Semester Examination, except in the case of a candidate eligible under Clause 6.

(c) He produces a certificate from the Principal of the College that he has worked regularly during the Semester and that his conduct and behaviour has been satisfactory. Provided that the candidate who has not attended the requisite number of classes for any subject(s) will be eligible to take examination in the remaining subject(s). Provided further that a candidate who is deficient in attendance shall have to repeat those courses in which he is deficient, whenever offered by the concerned College.

(d) A candidate not covered under Clause 6 below, whose result is declared late for no fault of his, should attend classes of the next higher Semester provisionally, at his own risk and responsibility, subject to his passing the concerned lower Semester Examination. Such candidate shall also be governed by Clause 5(a), (b), (c). In case the candidate fails to pass the concerned lower Semester Examination, his attendance and studies in the next higher semester in which

* Amended vide Executive Council Resolution No.33 (20) of 4.5.2005 w.e.f. the Session 2005-06.

he was allowed to attend classes provisionally shall stand automatically cancelled.

*6. “If a candidate has, after attending the course of studies in the college and being eligible, either not appeared or appeared in any semester Examination and failed in one or more courses for that examination, he can appear for such course(s) at subsequent examinations without attending a fresh course of studies for that semester in the college according to syllabus for regular students in force, unless decided otherwise by the Vice-Chancellor in case of major change in syllabus. Such a candidate may, in the meantime, prosecute his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower Semester(s).

♥Provided that after completion of their studies for the whole duration of the Course upto 8th Semester, the candidates will be allowed to appear in Examination as an ex-student for the left out papers.

Provided further that a candidate shall not be allowed to attend classes in the semesters mentioned in Column (a) below unless he has fulfilled the attendance requirements as per Clause 5 and 6 for all the courses of the Semesters, mentioned in Column (b) below and shall be required to repeat the studies of the course(s) in which he has failed to achieve the attendance requirements whenever the courses are offered by the College :-

(a)	(b)	
3 rd Semester onwards	1 st Semester 2 nd Semester	} Except in case of candidates admitted under Clause 1(b) or 2).
5 th Semester onwards	3 rd and 4 th Semesters	
7 th Semester onwards	5 th and 6 th Semesters	

Provided still further that a candidate who fails to pass the B.Tech. Examination within a period of eight years (six years in respect of

*Amended vide Executive Council Resolution No.2(13) of 24.6.2004.

♥Amended vide Executive Council Resolution No.2(11) of 30.9.2003.

candidates admitted under Clause 1(b) or 2) of his admission to the course, shall be deemed to be unfit for the Bachelor of Technology course at this University.

7. The pass marks for passing any Semester Examination shall be :-

- (i) 40% in each written paper except in the subject of Humanities and Social Sciences bearing the course number beginning with HuE where it shall be 35%;
- (ii) 40% in the aggregate of sessional and examination marks for each theory subject except in the subject of Humanities and Social Sciences bearing the Course No. beginning with HuE where it shall be 35%;
- (iii) 40% in each practical examination or viva-voce examination;
- (iv) 40% in the aggregate of sessional marks and examination marks for each practical subject.

Provided that a candidate who fails to obtain the requisite marks in aggregate of sessional and examination marks as provided in 7(ii) & 7(iv) above, shall be required to re-appear in the examination in the concerned subject in the subsequent examination(s) subject to Clause 6. Such a candidate will not be required to repeat the sessional work.

*8. In order to determine the division in which the candidate should be placed the scaled marks will be as under :-

<i>Name of the Examination</i>	<i>Scaled Marks</i>
1 st and 2 nd Semester	40%
3 rd and 4 th Semester	50%
5 th and 6 th Semester	80%
7 th and 8 th Semester	100%

Provided that in the case of a candidate admitted under Clause 1(b) and 2, the marks obtained by him in third to eight semester examinations only will be taken into account. However, these marks will be increased

* Amended vide Executive Council Resolution No.13(2) of 29.10.2005.

proportionately so as to raise them to the level of marks as per percentage mentioned above.

Similar procedure will be applicable to the Diploma holders admitted directly to the 3rd Semester in the affiliated Engineering Colleges under Lateral Entry Scheme.

Candidates who pass in all the eight Semester Examinations (six Semesters (3rd to 8th) in respect of candidate admitted under Clause 1(b) or 2) but obtain less than 50% of the grand total shall be placed in the Pass Class; those who obtain 50% or more but less than 60% shall be placed in the Second Division and those who obtain 60% or more marks in the First Division. Those who obtain 70% marks or more shall be placed in First Division with Honours, provided they have passed all the Semester Examinations within the normal period of the course.

9. The medium of instruction of examination shall be English.

10. The amount of examination fee to be paid by a regular/re-appear candidate for each Semester Examination shall be as prescribed by the University. Provided that the candidates availing improvement/mercy chance for appearing in any Semester Examination shall pay the examination fee as prescribed by the Controller of Examinations from time to time.

11. At the end of each Semester Examination, the Controller of Examinations shall publish the result, provided that in a case where candidate who was permitted to take examination for higher Semester under Clause 6 above has not cleared the lower Semester examination his result for the higher Semester examination will be declared provisionally.

12. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of that academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

***ORDINANCE—BACHELOR OF TECHNOLOGY (B.Tech.)
INSTRUMENTATION EXAMINATION (Credit Based
System)**

1.1 The duration of the course leading to the Degree of Bachelor of Technology (B.Tech.) Instrumentation shall be four academic years, comprising of eight Semesters. Each academic year shall be divided into two Semesters i.e., July to November/December and January to May/June. All tests i.e., Minor Tests as well as Major Tests (End-Term Examination) will be conducted and evaluated by the Institute of Instrumentation Engineering.

1.2 The End Term Examination (Major Tests) for the odd Semesters shall ordinarily be held in the month of December/January and for the even Semesters in the month of May/June on the dates to be notified by the Director of the Institute.

1.3 Supplementary examinations will be held for re-appear candidates, as under, on the dates to be notified by the Director of the Institute :-

Semester	WHEN HELD
(a) First Semester	Alongwith the Third Semester and subsequent odd Semesters
(b) Second Semester	Alongwith the Fourth Semester and subsequent even Semesters
(c) Third Semester	Alongwith Fifth Semester and subsequent odd Semesters
(d) Fourth Semester	Alongwith the Sixth Semester and subsequent even Semester
(e) Fifth and Seventh Semesters	Alongwith the Sixth, Seventh and Eighth Semesters
(f) Sixth and Eighth Semesters	Alongwith the Seventh and Eighth Semesters

*Approved vide Executive Council Resolution No.3(9) of 11.10.2008, w.e.f. the Session 2007-08.

2. The last date(s) by which the Examination forms and fees must reach the office of the Institute shall be as per schedule at Appendix-I in the K.U. Cal. Vol.II. The Director of the Institute will send copies of the Examination forms to the Examination Branch.

3. A student seeking admission to B.Tech. Instrumentation First Semester course shall possess the following qualifications :-

- (i) the minimum eligibility conditions and admission criteria as prescribed in the Admission Brochure issued under the authority of Haryana State Counseling Society/Directorate of Technical Education, Haryana, from time to time.

OR

- (ii) have passed Diploma Course in Engineering/Technology of three year duration or more from State Board of Technical Education, Haryana or its equivalent Diploma Examination.

4.1 The courses of study and the subjects of examination in each semester shall be as approved by the Academic Council from time to time.

4.2 Each academic programme will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed rules/guidelines for implementation of Credit System of study and award of Grades are at Appendix-II in the K.U. Cal. Vol.II.) .

4.3 All evaluations of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as decided by the Staff Council and/or indicated in the scheme of examination and added to get total marks secured on a 100 point scale. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree.

4.4 Credits of a course will be evaluated as under :-

- (a) For all lecture courses, one credit per lecture per week (Semester-wise) will generally be adopted.

- (b) One laboratory hour per week (Semester-wise) will be assigned half credit. Course with odd numbers of laboratory hours having fractional credits will be accepted. The courses having 1.5 hour Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses.

5.1 The grade awarded to a student in any particular course will be based on performance of the student in Minor Tests (best two out of three), co-curricular activities (assignments, Viva-Voce, lab. work, seminar, workshop presentation, group discussions, quiz etc.) and Major Test at the end of semester. The distribution of the weightage will be as under :-

Minor Test (two best)	30% (15% each test)
Co-curricular Activities	10%
Major Test	60%

5.2 The marks of assessment /grades will be displayed on the notice board of the Institute by the Director before forwarding it to the Examination Branch.

5.3 The Director of the Institute shall forward the final awards/ grade of the students in hard and soft copy to the Examination Branch within a week after the finalization of marks/grades for declaration of the result and preparation of DMC.

5.4 End Term Examination (Major Tests) shall be open to a regular student who :

- (a) has been on the rolls of the Institute during the semester.
- (b) has his Examination form submitted in the office of the Institute duly countersigned by the Director of the Institute on the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the lectures in each paper, seminar, case discussion, field trips, tutorials, etc. This requirement shall be fulfilled

separately for each course of study. A deficiency upto 10% may be condoned by the Director/Chairperson of the Institute/Department in a very hard and deserving case.

6.1 The minimum percentage/grade of marks to pass the examination in each semester shall be :

- (i) Grade 'D' in each paper separately in theory/practical/internal assessment/Seminar/Project Work/Dissertation, where prescribed.
- (ii) SGPA of 4.00 in each Semester.
- (iii) Minimum CGPA of 5.00 for award of Degree.

6.2 A candidate failing in internal assessment shall have to re-appear in internal assessment. A candidate who has failed in one or more paper(s) or fails to appear in End-Term Examination (ETE), fails to appear therein, shall be allowed two additional chances only to pass the ETE, as specified in clause 1 subject to clause 8 below. Such a candidate may be exempted from re-appearing in the internal assessment paper(s) in which he has obtained Grade 'D'.

7. The grading of academic performance will be as under :-

Academic Performance	Letter Grades	Grade Points (P)
Outstanding	A+	10
Excellent	A	9
Very Good	B+	8
Good	B	7
Average	C+	6
Below Average	C	5
Marginal	D	4
Poor	E	2
Very Poor	F	0
Audit Pass	AP	-
Audit Fail	AF	-
Incomplete Course	I	-
Incomplete Project/ Dissertation	X	-
Satisfactory (only for Dissertation)	S	-
Unsatisfactory (only for Dissertation)	U	-

Withdrawal (other than Dissertation) W
 Non-Completion of Course Z
 Requirement and/or Training

- Note :
1. Pass Grade is Grade 'D' or higher grade.
 2. Grade 'E' and 'F' are fail grades.
 3. Students detained for not fulfilling the requirement of attendance shall be given 'F' grade.
 8. If a candidate has, after attending the course of studies in the Institute and being eligible, either not appeared or appeared in any Semester Examination and failed in one or more courses for that examination, he can appear for such course(s) at subsequent examinations, when held as per clause 1.3, without attending a fresh course of studies for that Semester in the Institute according to the Syllabus for regular students in force, unless decided otherwise by the Vice-Chancellor in case of major change in syllabus. Such a candidate may, in the meantime, prosecute his studies for the next higher Semester(s) and appear in the examination(s) for the same alongwith the examination for the lower Semester(s).

Provided that a candidate shall not be allowed to attend classes in the Semesters mentioned in Column (a) below unless he has fulfilled the attendance requirements as per Clause 5 for all the courses of the Semesters, mentioned in Column (b) below and shall be required to repeat the studies of the course(s) in which he has failed to achieve the attendance requirements whenever the courses are offered by the College :-

(a)	(b)
3 rd Semester onwards	1 st and 2 nd Semester
5 th Semester onwards	3 rd and 4 th Semesters
7 th Semester onwards	5 th and 6 th Semesters

Provided further that after completion of their studies for the whole duration of the course upto 8th Semester, the candidates will be allowed to appear in examination as an ex-student for the left out papers.

Provided still further that a candidate who fails to pass the B.Tech. Examination within a period of eight years of his admission to the course, shall be deemed to be unfit for the Bachelor of Technology course at this University.

9. The medium of instruction and examination shall ordinarily be English except otherwise decided by the Board of Studies. The question paper will be set in English, except otherwise decided by the Board of Studies concerned and approved by Academic Council.

10. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/practical(s)/semester(s) for the purpose of passing, shall pay fee as for the whole examination.

11. The topic of research project, wherever applicable will be approved by the Departmental Research Committee. The candidate shall be required to submit three copies of research project before the commencement of End term Examination of the relevant semester.

The procedure for evaluation and award of grades for Project/Training/Seminar/Comprehensive Viva-Voce shall be such as may be decided by the respective Departmental Research Committee.

12. The candidate shall be required to undergo practical training/internship wherever required/provided in the scheme of examination in a business enterprise/organization approved by the Chairperson of the Institute/Department. He shall be required to submit a comprehensive report within one month of completion the training. Training Report will be completed under the supervision of the officer of the company/institution under whose guidance and supervision the training was completed by the candidate in that Institute. The candidate will add supervisor's certificate in the beginning of the report stating that the report is an out-come of work done by the candidate during his/her training.

13. Each successful candidate shall receive result card on having passed the semester examination.

14. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance, and the amended Ordinance, if any, shall apply to all students whether old or new.

Transitory provision :

Candidates admitted to the Bachelor of Technology (B. Tech.) Instrumentation under Semester System (non Credit based) in the academic session 2006-07 or earlier shall be governed by the old rules.

***ORDINANCE—BACHELOR OF TECHNOLOGY (B.Tech.) IN
PRINTING, GRAPHICS & PACKAGING
EXAMINATION (Semester System)**

1.1 The duration of the course of instruction for award of Bachelor of Technology (B.Tech.) in Printing, Graphics & Packaging Degree shall be four academic years, comprising of eight Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Examinations for the First, Third, Fifth and Seventh Semesters shall be held in December/January and for the Second, Fourth, Sixth and Eighth Semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which Examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3. A candidate who has passed Senior Secondary Certificate (10+2) examination from the Board of School Education, Haryana, or an Examination recognized as equivalent thereto, with Physics, Chemistry and Mathematics with at least 45% marks in aggregate shall be eligible for admission to the First Semester of the course.

Eligibility condition for SC/ST candidates is pass marks for the session 2011-12 and 40% from the session 2012-13.

4.1 A candidate who has passed the Semester I and II or III and IV or V and VI from this University shall be eligible to join the Semester III, V and VII respectively of the course. This is, however, subject to the provisions made under clause 8.

4.2 A candidate who has passed B.Tech. in Printing, Graphics & Packaging Part-I/Part-II/Part-III Examination of this University, shall also be eligible to join III/V/VII Semester of the B.Tech. in Printing, Graphics & Packaging course, as the case may be.

*Approved vide Executive Council Resolution No.5(19) of 9.6.2010, w.e.f. the Session 2009-10.

♦ Amended vide Executive Council Resolution No. 5 (1) of 22.05.2013 w.e.f the session 2011-12.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

6.1 The courses of study and the subject of examination shall be as approved by the Academic Council from time to time. The examination shall consist of :-

- (a) Written Paper
- (b) Practical/Viva-Voce
- (c) Internal Assessment
- (d) Training Report

6.2 Written papers shall be set and evaluated by single examiner i.e. 50% by the external and 50% by the internal examiners.

Examinations in Practical–Viva-Voce will jointly be conducted by the External and Internal Examiners, to be appointed by the Board of Studies.

6.3 25 marks shall be reserved for Internal Assessment in each paper/practical which shall be awarded by the teachers concerned based upon :-

I. Theory Subjects :

- (a) Class test (two best of three) : 40%
- (b) Class Attendance (Lectures/tutorials) : 40%
- (c) Class Work : 20%

II. For Practicals :

- (a) Viva-Voce/test : 20%
- (b) Laboratory Record : 20%
- (c) Class Attendance : 40%
- (d) Class Work : 20%

The weightage of 40% marks for attendance will be given only to those students who have attended more than the minimum requirement of 75% lectures/practicals in each subject.

6.4 One test of two hours duration for each theory paper will be got held by the Institute/Department concerned at its own level one month before the commencement of examinations on the dates which may be announced by the College. The Director of the Institute shall forward award of Internal Assessment to the Examinations Branch one week before the commencement of the Semester examination.

6.5 The Director of the Institute shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

7.1 The First/Second/Third/Fourth/Fifth/Sixth/Seventh/Eighth Semester examinations shall be open to a regular student who :

- (a) has passed, not less than one academic year previously, the requisite qualifying examination as laid down in clause 3, or is covered under clause 4 or 8.
- (b) has remained on the rolls of the Institute/Department during one Semester preceding the examination; and
- (c) has his/her Examination form submitted to the Examinations Branch through the Director of the Institute and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper and practical separately in each Semester (the course to be counted up to the day before the commencement of the examination).
 - (iii) of having obtained pass marks in the Internal Assessment of the paper(s) for which he/she is a candidate. Provided that a candidate who has not attended the requisite percentage of lectures or has not obtained pass marks in the Internal Assessment for any of the paper(s) shall not be eligible to take the Semester examination in the concerned paper

unless he/she repeats the course in that paper(s) and obtains the requisite attendance/percentage of Internal Assessment.

7.2 A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Director of the Institute as under :

- | | |
|----------------|---------------------------------------|
| (a) Lectures | Up to 15% of delivered in each paper. |
| (b) Practicals | Up to 5% of total in each paper. |
| (c) Tutorials | Up to 15% of total conducted. |

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participates in the Inter-University Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

♦8.1 If a candidate has, after attending the course of studies in the college and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the college. Such a candidate may in the meantime, pursue his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Principal of the College concerned. While re-appear in the examination, the candidate shall be exempted from appearing in the paper(s)/practical(s) in which he/she has obtained pass marks.

Provided that after completion of their regular studies for the whole duration of the course upto 6th semester, the candidate will be allowed to

♦ Amended vide Executive Council Resolution No. 6(20) of 28.03.2012 with immediate effect.

14. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of the B.Tech. in Printing, Graphics and Packaging Course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

Transitory provision :

Candidates admitted to B.Tech. in Printing, Graphics and Packaging Part-I/II/III/IV course under Annual System in the academic session 2008-09 or earlier shall be governed by the old rules.

**ORDINANCE—ORIENTAL TITLES IN SANSKRIT LANGUAGE AND
LITERATURE EXAMINATION**

1. There shall be examinations for the Oriental Titles of :—
 - (i) Proficiency Diploma in Sanskrit Language and Literature, to be called 'Prajna'.
 - (ii) High Proficiency Diploma in Sanskrit Language and Literature, to be called 'Visharada'.
 - (iii) Honours Degree in Sanskrit Language and Literature, to be called 'Shastri'.
 - (iv) Post-graduate degree in Sanskrit Language and Literature, to be called 'Acharya'.

The duration of the course for the examinations of Prajna, Visharada, and Acharya shall be 2 year and for Shastri 3-Year. The examination of Part-I shall be held at the end of the First Year, Part-II at the end of the Second Year and Part-III at the end of the Third Year, as the case may be.

2. The examinations shall be held once a year ordinarily in the months of April/May on such dates as may be fixed by the Vice-Chancellor.

A Supplementary examination for compartment candidates only shall be held ordinarily in the months of September/October on such dates as may be fixed by the Vice-Chancellor.

The dates fixed under this Clause shall be notified by the Controller of Examinations to the Heads/Principals of the Affiliated/Associated Institutions recognized for these courses.

3. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per Schedule at Appendix-I in the K.U. Calendar Vol.II.

4. The eligibility conditions for admission to the following oriental courses/examinations shall be as under :—

I. PRAJNA :

- (i) Part-I : Middle; Class VIII or an equivalent examination with Sanskrit as a subject.

- (ii) Part-II : Class IX or an equivalent examination with Sanskrit as a subject; Prajna Part-I (New Scheme).

II. VISHARADA :

- (i) Part-I : Matriculation with Sanskrit as a subject; Prajna (Old Scheme).
- (ii) Part-II : Matriculation with Prajna (Old Scheme); Class XI or an equivalent examination with Sanskrit as a subject; Visharada-Part-I (New Scheme).

III. SHASTRI :

- (i) Part-I : Visharada (Old Scheme) and Matriculation; Visharada (New Scheme); Class-XII or an equivalent examination with Sanskrit as a subject.
- (ii) Part-II : Shastri Part-I (Old Scheme); Shastri Part-I (New Scheme).
- (iii) Part-III : Shastri Part-II (New Scheme).

IV. ACHARYA :

- (i) Part-I : Shastri; B.A. Honours in Sanskrit; M.A. in Sanskrit.
- (ii) Part-II : Acharya Part-I.

5. A person who possesses the qualifications, laid down in Clause 4 above, has been on the rolls of an Affiliated/Associated Institution recognised for these courses, during the academic year preceding the examination and produces the following certificates signed by the Head/Principal of the Institution concerned, shall be eligible to appear at the examination :-

- (a) of good character;
- (b) of having attended not less than 66% of the full course of lectures delivered in each subject/paper/course (the course to be counted up to the day before the commencement of the examination). A deficiency in the required number of lectures

upto 15% of the lectures delivered in each subject/paper/course may be condoned by the Head/Principal of Institution concerned.

6. The condition of Clause 5 shall not apply to a person who is eligible to appear at the examination under the provisions of the Ordinance relating to Private Candidates.

Such a candidate may submit his/her admission form duly countersigned by one of the following :—

- (i) Head of Department/ Institution concerned In the case of candidates appearing in the capacity of employees.
- (ii) By any of the following, in the case of other Private candidates :-
 - (a) Head of a recognized Higher Secondary School;
OR
 - (b) Principal of a College maintained/recognized by the Kurukshetra University or by the Maharshi Dayanand University, Rohtak;
OR
 - (c) Head/Principal of an Affiliated/Associated Institution of the Kurukshetra University;
OR
 - (d) Chairperson of a University Teaching Department;
OR
 - (e) A District or Circle Education Officer;
OR
 - (f) A Commanding Officer of the Unit, in the case of a Military Personnel;
OR
 - (g) Head of University Library and a Central State Library, in the case of whole-time Librarians and Library clerks;
OR
 - (h) An Officer not below the rank of as Assistant Registrar, in the case of University Employees;

OR

- (i) A member of the Court, Academic Council or Executive Council of the Kurukshetra University;

OR

- (j) Such other persons as may be authorised by the Academic Council for this purpose.

7. The amount of examination fee to be paid by a candidate shall be as prescribed by the Controller of Examinations from time to time.

8. A candidate shall offer one of the following subjects for the Acharya examination :-

- (i) Veda
- (ii) Vyakarana
- (iii) Sahitya
- (iv) Darshana
- (v) Dharmashastra

9. The examination shall be held according to the scheme of examination and syllabus approved by the Academic Council from time to time. A candidate who fails in an examination, or, having been eligible, fails to appear at an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the scheme and syllabus prescribed by the University for regular students appearing at that examination.

Provided that the scheme and syllabus for the candidates for the compartment examination to be held ordinarily in the months of September/October shall be the same as was in force for the regular students in the last Annual Examination.

10. The medium of instruction and examination shall be as under :-

- (i) Prajna : (a) Sanskrit – Sanskrit/Hindi;
- (b) Non-Sanskrit Subjects – Hindi;
- (c) English – English.

- (ii) Visharada : (a) Sanskrit – Sanskrit/Hindi;
 (b) Non-Sanskrit Subjects – Hindi;
 (c) English – English.
- (iii) Shastri : (a) Sanskrit – Sanskrit
 (b) Non-Sanskrit Subjects – Hindi;
 (c) English – English.
- (iv) Acharya : Sanskrit.

11. The minimum number of marks required to pass the examination shall be as under : –

- (i) Prajna Part-I/II : 33% in each paper.
- (ii) Visharada Part-I/II : 33% in each paper.
- (iii) Shastri Part-I/II/III : 33% in each paper and 40% in the aggregate.
- (iv) Acharya Part-I/II : 45% in each paper.

12.(a) **For Prajna and Visharada :**

A candidate who has failed in one paper only may be admitted to the Supplementary Examination to be held in the same year and/or the next Annual Examination in that paper only, on payment of the same fee, on each occasion, as for the whole examination and if he/she passes in that paper in either of these examinations he/she shall, if he/she has also obtained the aggregate marks prescribed in Clause 11 above, be deemed to have passed the examination. If he/she fails to pass or fails to appear at both these examinations, he/she shall have to appear in all the subjects/papers *de novo*.

(b) **For Shastri :**

A candidate who has failed in one paper only obtaining not less than 40% marks in the total of the remaining papers in which he/she has already passed, shall be permitted to appear at the Supplementary examination to be held in the same year and/or at the next Annual Examination in that paper only, on payment of the same fee, on each occasion, as for the whole examination, and if he/she passes in that paper in either of these examinations, he/she shall, if he/she has also obtained the aggregate marks prescribed in Clause 11 above, be deemed to have

passed the examination. If he/she fails to pass or fails to appear in both these examinations, he/she shall have to appear in all the subjects/papers *de novo*.

(c) For Acharya :

A candidate who has obtained 45% marks in the aggregate but has failed in one paper only shall be permitted to appear at the Supplementary examination to be held in the same year and/or at the next Annual Examination in that paper only, on payment of the same fee, on each occasion, as for the whole examination, and if he/she passed in that paper he/she shall be deemed to have passed the examination. If he/she fails to pass or fails to appear at both these examinations, he/she shall have to appear in all the papers *de novo*.

Provided that the Academic Council may extend this period in the case of a member of the regular Armed Forces, who is unable, owing to the defence exigencies, to avail himself/herself of a chance within this time.

(d) Provided further that the candidate placed in the categories of (a) & (b) above may be allowed to read for the next higher class and to clear the paper in two consecutive chances but if he/she fails to pass or fails to appear in the paper at the second chance, his/her result for the higher examination shall, unless he/she has passed in that examination, be cancelled and he/she shall not be allowed to appear for the same till he/she has passed in the lower examination. If he/she passed in the higher examination his/her result for the same shall be declared provisionally subject to his/her passing the lower examination in the number of chances normally allowed under the above mentioned categories as an ex-student, but while he/she takes these chances he/she shall not be allowed to study for any higher course.

13. A candidate who has completed the prescribed course but does not appear at the examination, or, having appeared at the examination, has failed, may be allowed to appear at the examination as an ex-student for three consecutive years without attending a fresh course of instruction, on payment, on each occasion, of the same fee as prescribed in Clause 7 above.

14.(a) For Prajna/Visharada/Shastri :

A candidate who has passed the Prajna/Visharada/Shastri examination in third or second Division shall be allowed, within a period of two years of passing the final examination, to appear as an ex-student in one or more paper(s) of the examination at the Annual Examination(s) for the purpose of improvement of Division. Such a candidate shall appear choosing (a) all the parts of the examination simultaneously or separately in which case if he/she finds that he/she has improved the result/Division even with the marks of One Part he/she may not re-appear in the other Part; or (b) any one of the Parts in which case the marks already obtained by him/her in the other Part(s) will be carried forward, and shall pay examination fee as for the whole examination at which he/she opts to appear.

Provided that the candidate would be allowed to take the examination(s) according to the scheme/syllabus in force in the Academic Session in which he/she proposes to take the examination for the purpose of improvement of Division.

The result of such a candidate shall be declared only if he/she improves the result/Division by taking into account the marks obtained by him/her in the subject(s)/paper(s) in which he/she re-appears and the marks obtained by him/her earlier in the remaining subjects/papers.

(b) For Acharya :

A candidate who has passed the Acharya Examination in third or second Division shall be allowed, only twice within a period of five years of passing the final examination, to appear as an ex-student in one or more papers of the examinations at the Annual Examination(s) for the purpose of improvement of Division. Such a candidate shall appear choosing (a) both Part-I and Part-II Examinations simultaneously, or separately in which case if he/she finds that he/she has improved the result/division even with the marks of one Part he/she may not re-appear in the other Part; or (b) either Part-I or Part-II Examination in which case the marks already obtained by the candidate in the other Part will be carried forward.

Provided that the candidate would be allowed to take the examination(s) according to the scheme/syllabus in force in the Academic Session in which he/she proposes to take the examination for the purpose of improving the Division.

The result of such a candidate shall be declared only if he/she improves the result/division in the aggregate of the whole examination by taking into account the marks obtained by him/her earlier in the remaining papers.

*15.1 A candidate who has passed Shastri examination from this University, may appear at any Annual subsequent Shastri Examination in any one or more additional subject(s), as prescribed in the syllabus of Shastri examination except the subject(s) in which he has already passed the examination.

*15.2 A candidate appearing under this clause shall take examination in Part-II and Part-III separately in two consecutive Annual Examinations.

*15.3 Such a candidate shall submit separate admission form and fee as prescribed by the University from time to time per subject per examination.

*15.4 The minimum number of marks required to pass shall be as prescribed in clause 11.

*15.5 If a candidate fails to qualify in the examination, he will be allowed the succeeding two consecutive chances.

16. A list of successful candidates of the Final Examination shall be prepared on the basis of the aggregate marks obtained in all the Parts of the examination, i.e., Part-I and Part-II in the case of Prajna, Visharada and Acharya; and Part-I, Part-II and Part-III in the case of Shastri and shall be arranged in Divisions as under :-

- | | |
|---|----------------------|
| (a) Those who obtain 60% or more of the aggregate marks | ... First Division. |
| (b) Those who obtain 50% or more of the aggregate marks but less than 60% marks | ... Second Division. |
| (c) Those who obtain less than 50% of the aggregate marks | ... Third Division. |

* Amended vide Executive Council Resolution No.6(15) of 22.7.2006.

17. The Controller of Examinations shall publish the result of the examination six weeks after the termination of the examination, or as soon thereafter as possible. Each Successful candidate shall be granted a Diploma or a Degree as the case may be, after the Final Examination under Clause 15 above stating the examination passed by him/her and the Division in which he/she has passed.

A candidate who passes Part-I of Prajna/Visharada, Part-I/Part-II of Shastri and Part-I of Acharya shall be granted a certificate of having passed the examination.

The additional paper in which a candidate has qualified shall be mentioned on his/her certificate but marks obtained therein shall not be added in the aggregate.

18. Diplomas conferring the Oriental Literary Titles of Prajna and Visharada shall be granted to persons who pass the examinations for Proficiency and High Proficiency in Sanskrit Language Literature respectively.

Degree conferring the Oriental Literary Title of Shastri shall be granted to persons who pass the examination for Honours in Sanskrit Language and Literature.

Degree conferring the Oriental Literary Title of Acharya shall be granted to persons who pass the Post-graduate Oriental examination in Sanskrit Language and Literature.

19. Notwithstanding the integrated nature of these courses which are spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

ORDINANCE—CERTIFICATE COURSE IN COMPUTER APPLICATIONS (CCA) EXAMINATION

1.1 The duration of the course of instruction for the Certificate course in Computer Applications shall ordinarily be one academic year. This course shall be offered through Directorate of Distance Education. The examinations shall ordinarily be held annually in the month of May/June on the dates notified by the Controller of Examinations.

1.2 Supplementary examination shall be held in the month of December/January every year for re-appear candidates, who have failed in the paper(s) of the Annual Examinations, on the dates to be notified by the Controller of Examinations.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per Schedule at Appendix-I in the K.U. Calendar Vol.II.

3. The instruction for the course teaching will be provided through supply of printed study material/lessons or through short term personal contact programme (PCP) or partly through PCP and partly through supply of printed study materials, as may be feasible from time to time.

4.1 A person who has passed Senior Secondary Certificate Examination (10+2 standard) from the Board of School Education, Haryana or an examination recognised as equivalent thereto shall be eligible to join this course.

4.2 Candidates who have been placed under compartment or allowed to re-appear in one subject only in the Senior Secondary Examination (10+2 standard) of the Board of School Education, Haryana or an equivalent examination of another University/Board may be allowed to read provisionally for this course. Such candidates shall be required to clear the compartment/re-appear subject latest by next Annual Examination in March, from the concerned University/Board. If a candidate does not clear compartment/re-appear subject upto March, his/her provisional admission to this course shall be cancelled *ab initio*.

4.3 Candidates who have passed 10+2 Examination after appearing in full subjects in the supplementary examination, shall also be eligible for admission to the course.

4.4 Candidates who have got compartment/re-appear in 10+2 Examination in not more than one subject after appearing in full subjects in the supplementary examination may be allowed provisional admission to Certificate Course in Computer Applications, at their own risk and responsibility, subject to their passing the 10+2 examination by the next Annual Examinations in March and submission of result within one month from the declaration of their result failing which their candidature/result of Certificate Course in Computer Applications shall stand cancelled *ab initio*.

5. The examination shall be open to a candidate who :-

- (a) has passed the requisite qualifying examination as laid down in Clause 4 above or is covered under Clause 6 below;
- (b) has remained on the rolls of Directorate of Distance Education during the academic year preceding the examinations;
- (c) has his name submitted to the Controller of Examinations through Director, Distance Education and produces the following certificates signed by him :-
 - (i) of good character;
 - (ii) of having attained the minimum attendance as prescribed in the Prospectus of the Directorate of Distance Education at the Personal Contact Programme for Theory and Practicals separately unless exempted from attending the same by the Director, Distance Education under exceptional circumstances.

6.1 A candidate who has failed in one or more paper(s) or having been eligible, fails to appear in the examination for good reasons, may be allowed to re-appear only twice in the paper(s) at the subsequent examination as specified in Clause 1 above. Such a candidate shall be exempted from re-appearing in paper(s) in which he has obtained at least 40% marks.

6.2 A candidate who fails to pass the Certificate Course in Computer Applications examination within a period of three years of his admission to the course, shall deemed to be unfit for this course at this University.

7. Every candidate shall be examined according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. However, syllabus for the re-appear/failed candidates for the Supplementary Examination shall be the same as was in force in the preceding Annual Examinations.

8. The rates of examination fee shall be as prescribed by the Controller of Examinations from time to time.

A candidate who re-appears in one or more paper(s) shall pay examination fee as for the whole examination.

9. The medium of instruction and examination shall be English.

10. The minimum marks required to pass the examination/paper shall be 40% in each paper of Theory and Practical and 40% in the aggregate.

A candidate who fails in the examination shall be exempted from re-appearing in the paper(s) in which he has obtained at least 40% marks.

11. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Card/Certificates.

12. The candidates who pass the examination shall be classified into divisions, as under, on the basis of aggregate marks obtained in the examination :-

- | | |
|--|---------------------|
| (a) Those who obtain 60% or more marks | ...First Division. |
| (b) Those who obtain 50% or more but less than 60% marks | ...Second Division. |
| (c) All below 50% marks | ...Third Division. |
| (d) Candidates who pass the examination at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'. | |

13. Notwithstanding anything contained in any other Ordinance, a person may pursue studies for the course and take the examination therefore, simultaneously with the studies for any other course of the Kurukshetra University.

Provided further that a person registered for Ph.D. Course may pursue studies for this Course only if he is permitted by the Vice-Chancellor as per provision of the Ph.D. Ordinance.

**♥ORDINANCE—CERTIFICATE IN (I) FRENCH (II) GERMAN
(III) RUSSIAN (IV) MUSIC (V) TAMIL (VI) DANCE
(KATHAK) (VII) SANSKRIT (VIII) PERSIAN
(IX) COMMUNICATION SKILLS (X) FASHION
DESIGNING AND (XI) BHAGVADGITA
EXAMINATION**

♥1. The duration of the course of instruction for the Certificate in French or German or Russian or Music or Tamil or Dance (Kathak) or Sanskrit or Persian or Communication Skills or Fashion Designing or Bhagvadgita Examination shall be one year.

2. The examination shall be held once a year ordinarily in the month of April on dates fixed by the Vice-Chancellor. The dates fixed under this Clause shall be notified by the Controller of Examinations to the Chairperson of the Department/Principal of recognised Colleges concerned.

3. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

4. A person who has passed one of the following examinations, mentioned below, shall be eligible to join the relevant Certificate Course :

A. For Certificate course in French/
German/Russian/Music/Tamil/Dance(Kathak)/Sanskrit/
Persian/Fashion Designing/Bhagvadgita :

Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education Haryana or an examination recognised as equivalent thereto. Provided that the candidate seeking admission in Certificate course on Bhagvadgita must have passed Sanskrit subject at Matriculation level examination Provided further a student of B.A./B.A.(Hons.) course, who has not offered Sanskrit either as a Compulsory or an Elective subject, may also join the Certificate course in Sanskrit. If such a student after having completed the prescribed course,

♥ Amended vide Executive Council Resolution No.5(18) of 22.05.2013 w.e.f. session 2012-13.

does not appear in the examination held by the University but appears in the test held by the College at end of the course, he will be issued a Certificate by the College concerned. However, if any such student after having completed the prescribed course, neither appears in the examination held by the University nor in the test held by the College, he will be issued a Certificate of attendance by the College.

B. For Certificate Course in Communication Skills :

Bachelor's Degree in any discipline from this University or an examination recognized as equivalent thereto with at least 40% marks in aggregate.

5. A student who possesses the qualifications laid down in Clause 4 above, has been on the rolls of the Department/recognised College for the course during the academic year preceding the examination, and produces the following certificates signed by the Chairperson of the Department/Principal of College concerned, shall be eligible to appear in the examination :-

- (a) of good character;
- (b) of having attended not less than 75% of the full course of lectures (the course to be counted up to the day before the commencement of the examination).

6. A deficiency in the prescribed course (Lectures or Practicals or Tutorials) may be condoned by the Chairperson of the Department/Principal of the College concerned as under :-

- (a) Lectures Up to 15% of the lectures delivered in each subject/ paper.
- (b) Practicals Up to 5% in each subject/paper.
- (c) Tutorial Assignments Up to 15%.

7. A student who has completed the prescribed course, but does not appear in the examination, or, having appeared in the examination, has failed, may be allowed to appear in the examination as an ex-student for three consecutive years without attending a fresh course of instruction, on payment, on each occasion, of the same fee as prescribed in Clause 8 below.

8. The amount of examination fee to be paid by a candidate shall be the same as prescribed by the Controller of Examinations from time to time.

*9. The Practical/Viva-Voce examination as prescribed in the Scheme of Examination shall be conducted by an External Examiner.

10. The examination shall be held according to the syllabus prescribed by the Academic Council. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

♥11. The medium of instruction and examination shall be English in case of Certificate Courses in French, German, Russian, Communication Skills, and Fashion Designing; Urdu in case of Persian; Hindi/English in case of Music, Tamil, Dance (Kathak); Sanskrit and Bhagvadgita.

♦12.1 The minimum number of marks required to pass the examination in each Part/Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed;
- (iii) 40% in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject.

♦12.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

*Amended vide Executive Council Resolution No.13 (9) of 12.6.2009, w.e.f. the Session 2008-09.

♥Amended vide Executive Council Resolution No.5 (18) of 22.05.2013 w.e.f. session 2012-13.

♦Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

13. The Controller of Examinations shall publish the result of the examination four weeks after the termination of the examination or as soon thereafter as is possible.

14. The list of successful candidates shall be arranged in three divisions as under, and the division obtained by the candidate will be stated in his certificate :

- | | |
|---|---------------------|
| (a) Those who obtain 60% or more of the aggregate number of marks | ...First Division. |
| (b) Those who obtain 50% or more but less than 60% marks | ...Second Division. |
| (c) All below 50% marks | ...Third Division. |

15. Notwithstanding anything contained in any other Ordinance, a person may pursue studies for the course, and take the examination therefore, simultaneously with the studies for any other Course of the Kurukshetra University, except for LL.B.-3 year Course being run in the evening.

Provided further that a person registered for Ph.D. Course may pursue studies for this Course only if he is permitted by the Vice-Chancellor as per provision of the Ph.D. Ordinance.

**ORDINANCE—CERTIFICATE IN MODERN INDIAN LANGUAGES
EXAMINATION**

1. There shall be examinations for the certificates of :—
 - (i) Proficiency in Language and Literature in Hindi, Panjabi and Urdu, to be called Ratna, Budhiman and Adib respectively.
 - (ii) Honours in Language and Literature in Hindi, Panjabi and Urdu, to be called Prabhakar, Giani, and Adib Fazil respectively.

The duration of the course for each examination shall be one year.

2. The examination shall be held once a year, ordinarily in the month of April/May on such dates as may be fixed by the Vice-Chancellor.

A Supplementary examination for compartment candidates only shall be held ordinarily in the month of September/October on such dates as may be fixed by the Vice-Chancellor.

The date(s) fixed under this clause shall be notified by the Controller of Examinations to the Heads of the Associated Institutions/ College recognised for these courses.

3. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

- 4.(a) A person who has passed any of the following examination shall be eligible to join the Prabhakar, Giani and Adib Fazil Class :—

- (i) Proficiency Examination of the Kurukshetra University in the subject concerned or Senior Secondary Certificate (10+2 Standard) Examination of the Board of School Education, Haryana or an examination recognized as equivalent thereto with Hindi or Panjabi or Urdu, as the case may be, as an elective or additional optional subject;

However, those candidates who did not offer Hindi or Punjabi as one of the subjects at 10+2 level but had qualified

Hindi or Panjabi at Matriculation examination shall also be eligible for admission to the relevant course;

OR

- (ii) An examination recognized as equivalent to the examinations mentioned above.

Provided that a person who has passed Proficiency or Honours Examination in Sanskrit or has passed the Senior Secondary Certificate (10+2 Standard) Examination with Sanskrit as an elective or additional optional subject, shall be eligible to join the Prabhakar Class.

Provided further that candidate who has been placed under compartment in one paper only of the Proficiency Examination of this University or placed under compartment or allowed to re-appear in one subject only in the Senior Secondary Certificate (10+2 Standard) Examination of the Board of School Education, Haryana or of another University/Board may be allowed to read for Honours in Language and Literature in Hindi, Panjabi and Urdu, i.e., Parbhakar, Giani and Adib Fazil provisionally. If a candidate placed under compartment/allowed to re-appear by a Board/another University fails to furnish to the University a proof of having passed the compartment/re-appear subject before the 31st December of the year, his admission to the Honours in Language and Literature, shall be cancelled and he shall not be allowed to attend the Class in the College from the 1st January following.

- (b) For admission to the Proficiency Class in Hindi, Panjabi or Urdu no qualifications are prescribed.

5. A person who possesses the qualifications, if any, laid down in Clause 4 above, has been on the rolls of an Associated Institution/a College recognised for this course, during the academic year preceding the examination, and produces the following certificates signed by the Head of the Institution/Principal of the College concerned, shall be eligible to appear in the examination :-

- (a) of good character;

- (b) of having attended not less than 66% of the full course of lectures (the course to be counted up to the day before the commencement of the examination).

The Head of the Associated Institution/Principal of the College may condone a deficiency up to 15% of the lectures delivered in each subject/paper.

6. The condition of Clause 5 shall not apply to a person who is eligible to appear for the examination under the provisions of the Ordinance relating to Private candidates.

Such a candidate may submit his admission form duly countersigned by one of the following :-

- (i) Head of Department/
Institution concerned
- In the case of candidates appearing in the capacity of employees.
- (ii) By any of the following, in the case of other Private candidate :-
- (a) Head of recognized High/Senior Secondary School;
OR
- (b) Principal of a College maintained/recognised by the Kurukshetra University or the Maharshi Dayanand University, Rohtak;
OR
- (c) Head of an Associated Institution of the Kurukshetra University;
OR
- (d) Chairperson of University Teaching Department;
OR
- (e) A District or Circle Education Officer;
OR
- (f) A Commanding Officer of his Unit, in the case of Military Personnel;
OR
- (g) Head of University Library and a Central State Library, in the case of whole-time Librarians and Library Clerks;
OR

- (h) An Officer not below the rank of an Assistant Registrar, in the case of University Employees;

OR

- (i) A member of the Court, Executive Council or Academic Council of the Kurukshetra University;

OR

- (j) Such other persons as may be authorised by the Academic Council for this purpose.

7. A student who has completed the prescribed course but does not appear in the examination, or, having appeared in the examination, has failed, may be allowed to appear in the examination as an ex-student for three consecutive years without attending a fresh course of instruction, on payment, on each occasion, of the same fee as prescribed by the University.

8. The amount of examination fee to be paid by a candidate for each examination shall be the same as prescribed by the Controller of Examinations from time to time.

9. The examination shall be held according to the scheme of examination and Syllabus as approved by the Academic Council from time to time.

A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the Syllabus prescribed by the University for regular students appearing for that examination.

Provided that the syllabus for the compartment examination to be held in September shall be the same as was in force for the regular students in the last Annual Examination.

10. The medium of instruction and examination shall be Hindi for examinations in Hindi, Panjabi in Gurmukhi script for examinations in Panjabi, and Urdu for Examinations in Urdu.

11. The minimum number of marks required to pass the examination shall be as under :-

- (a) 33 % in each paper and 40 per cent in the aggregate; and
 (b) 33 % in Additional Optional paper.

12. A candidate who has failed in one paper only obtaining not less than 40% marks in the total of the papers in which he has passed shall be permitted to appear in the Supplementary Examination, held in the same year and/or the next Annual Examination in that paper only, on payment of the same fee on each occasion, as for the whole examination and if he passes in that paper, in either of these examinations, he shall, if he has also obtained the aggregate marks prescribed in Clause 11 above, be deemed to have passed the examination. The marks of the additional paper shall not be counted towards the aggregate.

Provided that the Academic Council may extend this period in the case of a member of the Regular Armed Forces, who is unable owing to defence exigencies to avail himself of a chance within this time.

13. Successful candidates shall be classified as under :-

- | | |
|---|---------------------|
| (a) Those who obtain 60% or more of the aggregate number of marks (including the additional optional paper) | ...First Division. |
| (b) Those who obtain 50% or more but less than 60% marks (including the additional optional paper) | ...Second Division. |
| (c) Those who obtain less than 50% of the aggregate marks (including the additional optional paper) | ...Third Division. |

14. The Controller of Examinations shall publish the result of the examination six weeks after the termination of the examination, or as soon thereafter as is possible. Each successful candidate shall be granted a certificate stating the examination passed by him and the division in which he has passed.

The additional paper in which a candidate has qualified shall be mentioned in his Certificate.

**ORDINANCE—CERTIFICATE IN PHYSICAL EDUCATION (C.P.Ed.)
EXAMINATION**

1. The duration of the course for the Certificate in Physical Education shall be two year.

2. The examination shall be held once a year ordinarily in the month of April on the dates fixed by the Vice-Chancellor. The dates fixed under this Clause shall be notified by the Controller of Examinations to the Director of the Course/Principal of the recognised College concerned, as the case may be.

For candidates placed in compartment, a Supplementary Examination shall be held ordinarily in the month of September of the same year on a dates fixed by the Vice-Chancellor.

3. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

*4. A person who possesses the following qualifications shall be eligible to join the course :-

10+2 examination from the Board of School Education, Haryana or any examination recognised as equivalent thereto having minimum participation in District Level competition in Games/Sports.

Note : – Candidates having compartment in 10+2 examination shall not be allowed admission in any case.

5. A student, who possesses the qualifications laid down in Clause 4 above, has been on the rolls of the Department/Recognised College for the course in Certificate in Physical Education during the academic year preceding the examination and produces the following certificates signed by the Director of the Course/Principal of the College concerned, as the case may be, shall be eligible to appear in the examination :-

- (a) of good character;
- (b) of having attended not less than 75% of the full course of lectures delivered in each paper, Practical and Tutorial

*Amended vide Executive Council Resolution No.2(1) of 30.9.2003, w.e.f. the Session 2003-04

separately (the course to be counted up to the day before the commencement of the examination).

6. The Director of the Course/Principal of the College, may condone shortage of lectures upto 15% in a Subject/Paper and upto 5% in Practical/Tutorial in each subject/paper.

These shall also include loss of attendance due to participation in Cultural and Sports Assignments etc. Provided that a student who participates in the Inter-University Tournaments/Youth Festivals shall be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

7. A student who has completed the prescribed course but does not appear in the examination, or having appeared in the examination, has failed in two or more papers may be allowed to appear in the examination in full papers as an ex-student for two consecutive years without attending a fresh course of instruction, on payment on each occasion of the same fee as prescribed by the University from time to time.

A candidate having failed in one theory paper only will be placed in compartment for which he will get two consecutive chances to clear the compartment subjects. He will pay examination fee as for the full course.

8. The amount of examination fee to be paid by a candidate shall be such as prescribed by the Controller of Examinations from time to time.

9. Every candidate shall be examined according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the Syllabus prescribed by the University for regular students appearing for that examination.

10. The medium of instruction shall be Hindi/English.

11. The medium of examination shall be as under :-

- (a) The question-papers shall be set both in Hindi and English.
- (b) The candidates shall write their answers in English or Hindi or Punjabi.

12. Minimum marks required to pass the examination shall be 35% in each Theory paper, 40% in each Practical and 40% in the aggregate.

13. The Controller of Examinations shall publish the result of the examination four weeks after the termination of the examination, or as soon as it is possible.

14. The list of successful candidates shall be arranged under three divisions as under and the division obtained by the candidate will be stated in his certificate -

- (a) Those who obtain 60% or more marks ...First Division.
- (b) Those who obtain 50% or more but less than 60% marks ...Second Division.
- (c) All below 50% ...Third Division.
- (d) Candidates who pass the examination in the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

ORDINANCE—CERTIFICATE COURSE IN URDU/PANJABI EXAMINATION

1. The duration of the course of instruction for the Certificate in Urdu or Panjabi Examination shall be one year.

2. The examination shall be held once a year ordinarily in the month of April on dates fixed by the Vice-Chancellor. The dates fixed under this clause shall be notified by the Controller of Examinations to the Chairperson of the Department/Principals of the recognized Colleges concerned.

3. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

4. A person who has passed the Matriculation Examination from the Board of School Education, Haryana or an examination recognised as equivalent thereto shall be eligible to join the course.

5. A student who possesses the qualifications laid down in Clause 4 above, has been on the rolls of the Department/Recognised College for the course during the academic year preceding the examination and produces the following certificates signed by the Chairperson of the Department/Principal of the College concerned, shall be eligible to appear in the examination :—

- (a) of good character;
- (b) of having attended not less than 75% of the full course of lectures (the course to be counted up to the day before the commencement of the examination).

6. A deficiency in the prescribed course (Lectures or Tutorials) may be condoned by the Chairperson of the Department/Principal of the College concerned as under :—

- (a) Lectures Up to 15% of the lectures delivered in each subject/paper.
- (b) Tutorial Assignments Up to 15%.

7. A student who has completed the prescribed course but does not appear in the examination, or, having appeared in the examination has failed, may be allowed to appear in the examination, as an ex-student

for three consecutive years without attending a fresh course of instruction, on payment on each occasion of the same fee as prescribed by the University.

8. The amount of examination fee to be paid by a candidate shall be the same as prescribed by the Controller of Examinations from time to time.

9. The examination shall consist of the following papers :-

Paper-I	Text	100 Marks
Paper-II	Grammar & Composition	100 Marks
Paper-III	Viva-Voce	50 Marks

10. The examination shall be held according to the Syllabus prescribed by the Academic Council. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the Syllabus prescribed by the University for regular students appearing for that examination.

11. The medium of instruction and examination shall be as under :-

For Certificate Course in UrduUrdu

For Certificate Course in PanjabiPanjabi

12. The minimum number of marks required to pass the examination shall be 33% in each Theory paper and 40% in the aggregate.

13. The Controller of Examinations shall publish the result of the examination four weeks after the termination of the examination, or as soon thereafter as is possible.

14. The list of successful candidates shall be arranged under three divisions as under and the division obtained by the candidate will be stated in his Certificate :-

- (a) Those who obtain 60% or more of the aggregate number of marksFirst Division.

- (b) Those who obtain 50% or more but less than 60% marks ...Second Division.
- (c) All below 50% marks ...Third Division.

15. Notwithstanding anything contained in any other Ordinance, a person may pursue studies for the course, and take the examination therefor, simultaneously with the studies for any other course of the Kurukshetra University, except for LL.B.-3 Year course being run in the evening.

Provided further that a person registered for Ph.D. Course may pursue studies for this Course only if he is permitted by the Vice-Chancellor as per provision of the Ph.D. Ordinance.

***ORDINANCE—CERTIFICATE/DIPLOMA/ADVANCED DIPLOMA IN
CAREER ORIENTED COURSES (ADD ON COURSES)
EXAMINATION**

1. There shall be the examinations for—
 - (i) Certificate in Career Oriented Course;
 - (ii) Diploma in Career Oriented Course; and
 - (iii) Advanced Diploma in Career Oriented Course.

The duration of the course for each examination shall be six months. These courses will be pursued sequentially i.e. Certificate Course, Diploma Course and Advanced Diploma Course.

2.1 The examination shall be held once a year, ordinarily in the month of April/May on such dates as may be notified by the Controller of Examinations.

2.2 For candidates placed under compartment a Supplementary Examination shall be held ordinarily in the month of September of the same year, on such dates as may be notified by the Controller of Examinations.

3. The last date(s) by which the admission examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Volume-II.

4. A person who has joined Under-graduation in any discipline, shall be eligible to join as under :-

- | | |
|--|---|
| (i) Certificate in Career Oriented Course | Alongwith B.A./B.Sc./B.Com. etc. Part-I/II/III. |
| (ii) Diploma in Career Oriented Course | Alongwith B.A./B.Sc./B.Com. etc. Part-II/III. |
| (iii) Advanced Diploma in Career Oriented Course | Alongwith B.A./B.Sc./B.Com. etc. Part-III. |

5. A person, who has passed Certificate Course/Diploma Course, shall be eligible to join Diploma Course/Advanced Diploma Course respectively. This is in relaxation of Clause 12 below.

*Approved vide Executive Council Resolution No.15 (4) of 31.12.2005, w.e.f. the session 2004-05.

6. A person, who possesses the qualifications as laid down in Clause 5 above, has remained on the rolls of recognized College/Institution for the academic year preceding the examination and produces the following certificates signed by the Principal of the College/Head of the Institution concerned, shall be eligible to appear in the examination :-

- (a) of good character;
- (b) of having attending not less than 75% of the full course of lectures delivered in each paper and practical separately (the course to be counted up to the day before the commencement of the examination).

7. A deficiency in the prescribed course (lectures and practicals) may be condoned by the Principal of the College/Head of the Institution concerned, as under :-

- (a) Lectures : Upto 15% of the lectures delivered in each subject.
- (b) Practicals: Up to 5% in each subject.

8. Every candidate shall be examined according to the Scheme of Examinations and Syllabi as approved by the Academic Council from time to time. A candidate who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for Regular students appearing for that examination, provided that the syllabi for the candidates for the Supplementary Examination to be held in September/October, shall be the same as was in force for the regular students in the last Annual Examinations.

9. The medium of instruction and examination shall be English/Hindi.

10. A candidate of Certificate/Diploma/Advanced Diploma Course shall be required to submit two copies of their Field Work/Project Work/Training Report, wherever prescribed, to the Controller of Examinations by 31st of May every year. The Project Report is to be evaluated by an External Examiner.

11. A student who has completed the prescribed course of instruction in a recognized college/institute for Certificate/Diploma/

Advanced Diploma Examination, as the case may be, but does not appear in it, or having appeared fails, may be allowed on the recommendations of the Principal of the College concerned, three consecutive chances, to appear in the examination, as an ex-student without attending a fresh course of instruction.

12. A candidate, who is placed under Compartment in one subject only in Certificate/Diploma Course, may be allowed to read for the next higher class i.e. Diploma/Advanced Diploma, as the case may be, in Career Oriented Courses and to clear the compartment subject in two consecutive chances, but if he/she fails to pass or fails to appear for the compartmental subject at the second chance, his/her result for higher class i.e. Diploma/Advanced Diploma, as the case may be, unless he/she has passed in that examination, be cancelled and he/she shall not be allowed to appear for the same till he/she has passed the Certificate/Diploma Examination. If he/she has passed in the higher examination i.e. Diploma/Advanced Diploma, as the case may be, his result for the same shall be declared provisionally subject to his/her passing the lower the examination i.e. Certificate/Diploma in the number of chances normally allowed under Clause 11 as an ex-student, but while he takes these chances, he/she shall not be allowed to study for any higher course i.e. Diploma/Advanced Diploma.

13. The amount of examination fee to be paid by a candidate shall be as prescribed by the University from time to time. A candidate who re-appears in one of more paper(s) shall pay examination fee as for the whole examination.

14. The minimum number of marks to pass the examination shall be 35% in each individual paper of the Career-Oriented Course.

15. As soon as possible, after termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

**ORDINANCE—DIPLOMA COURSE IN SECRETARIAL PRACTICE
EXAMINATION**

1. The examination for the Diploma Course in Secretarial Practice shall be held once a year ordinarily in the month of April or on such other date as may be fixed by the Vice-Chancellor.

For candidates placed in compartment, a Supplementary Examination shall be held ordinarily in the month of September of the same year on a date fixed by the Vice-Chancellor.

The date fixed under this Clause shall be notified by the Controller of Examinations to all the recognised Colleges from time to time.

2. The examination for the Diploma Course in Secretarial Practice shall be open to a person who –

(A) has passed not less than one academic year previously, any of the examinations mentioned below :

(i) A Bachelor's Degree Examination of the Kurukshetra University.

OR

(ii) Any other Examination recognised by the Academic Council, as equivalent to (i) above.

Provided that a candidate who is placed under compartment in one subject only in a Bachelor's Degree Examination of this University may be allowed to read for the Diploma Course and to clear the compartment subject in two consecutive chances but if he fails to pass, or fails to appear for the compartment subject at the second chance, his result for the Diploma Course shall, unless he has passed in that course, be cancelled and he shall not be allowed to appear for the same till he has passed the lower examination. If he has passed in the Diploma Course, his result for the same shall be declared provisionally subject to his passing the lower examination, in the number of chances normally allowed under Clause 11, as an ex-student, but while he takes these chances, he shall not be allowed to study for any higher Course.

Provided further that a candidate who has been placed under compartment or allowed to re-appear in one subject only in Bachelor's Degree Examination of another University may be allowed to read for the Diploma Course provisionally. If such a candidate fails to furnish to

the University a proof of having passed the compartment/re-appear subject before the 30th November of the year, his admission to the Diploma Course shall be cancelled and he shall not be allowed to attend the class in the College from the 1st December following :

- (B) (i) has been on the rolls of a college recognised by the University throughout one academic year preceding the examination;
- (ii) has his name submitted to the Controller of Examinations by the Principal of the College he has most recently attended and produces the following certificates signed by the Principal :
- (a) of having attended not less than 75% of the full course of lectures and practicals arranged for his class in each of the subject offered (the course to be counted up to the day before the commencement of the examination);
- (b) of having satisfactorily performed the work of his class;
- * (c) obtained at least 15% marks in each subject and 20% marks in the aggregate of all the subjects to be calculated on the combined results of –
- (1) two Class-Tests held in September to November; and
- (2) the House Examination held latest by December/January preceding the Annual Examination.

***Explanation :**

The total score of the class-tests and House Examination will be 100 as detailed below :-

<u>Test/Exam</u>	<u>No.</u>	<u>Duration</u>	<u>Marks</u>	<u>Total</u>
(i) Class Tests	2 (each)	45 minutes	10 (each)	20
(ii) House	1	3 Hours	80	<u>80</u>

*Amended vide Executive Resolution No.2(2) of 30.9.2003, w.e.f. the Session 2003-04.

*Amended vide Executive Resolution No.18(13) of 30.12.2003, w.e.f. the Session 2004-05.

Exam.

100

For example, one student gets 10 marks in two class-tests and 70 marks in the House Examination, his score will be 80 and he will get weightage of 4 marks $\frac{(80 \times 5)}{100}$.

3. There shall be 10 marks or 10% marks for Internal Evaluation based upon attendance and Class-Tests/House Examination in each theory paper, as under : -

(a) Attendance = 5% or 5

(b) Class Tests/House Examination = 5% or 5

The weightage of 5% marks for attendance will be given only to those students who have attended more than the minimum requirement of 75% Lectures in each theory paper. For example, one student has 76% attendance in each paper, he will be awarded $\frac{(76 \times 5)}{100}$ 3.8 say 4 marks.

The weightage of remaining 5% will be based on the marks obtained by the students in two Class-Tests/House examinations as detailed above. Fraction of marks below half (0.5) shall be ignored and fraction of half (0.5) and above will be counted to the next whole.

♥The marks obtained by the candidates of Directorate of Distance Education out of 90 in Annual Examination will, however, be increased proportionately as having been obtained out of 100.

4.1 A bona fide candidate who has already completed, not more than three years previously, the prescribed course of instruction in a recognised College for this examination but does not appear in the examination, or, having appeared fails, and is recommended by the Principal of that College, may be admitted to the Diploma Examination without complying again with the requirements of Clause 2(B) above.

Provided that :-

- (i) a student who is unable to appear in the Annual Examination due to shortage in attendances and has complied with the requirement in Clause 2(B)(c) may be exempted from this

♥Amended vide Executive Council Resolution No.2(2) of 30.9.2003, w.e.f. the session 2003-04.

requirement when taking the examination in the following year as an ex-student in terms of Clause 4.2 below;

- (ii) a student who has completed the required percentage of lectures but has failed to comply with the requirement in Clause 2(B)(c) may be allowed, on the recommendations of the Principal of the College concerned, to appear as an ex-student in the following year.

4.2 A student who is unable to appear in an examination owing to shortage in lectures, etc., in the subject(s) may be allowed to appear in that examination in the following year, if he makes up the deficiency in lectures etc. in accordance with the Ordinance relating to 'Condoning Deficiency in Lectures etc.'

5. Subject to the minimum number of practical periods required in Clause 2(B)(ii) a deficiency in the prescribed course (lectures and practicals) may be condoned by the Principal of the College concerned as under :-

- (a) Lectures Up to 15% of the lectures delivered in each paper;
- (b) Practical's Up to 5% in each paper.

6. A candidate shall submit his admission application to the Controller of Examinations on the prescribed form, with the required certificates, duly countersigned by :-

- (i) Principal of the College, In the case of a student of
the candidate has most recognised College.
recently attended
- (ii) Principal of the College, In the case of an
last attended Ex-student.

7. The amount of examination fee to be paid by a candidate shall be the same as prescribed by the Controller of Examinations from time to time.

8. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

9. The medium of instruction and examination shall be Hindi in the case of Hindi and English in the case of English.

10. The question-papers shall be set both in English and Hindi except in the case of English where these shall be set in English.

11. The examination shall be held according to the syllabus prescribed by the Academic Council. A candidate who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student, according to the Syllabus prescribed by the University for regular student appearing for that examination.

12. A candidate who has failed in one subject only may be admitted to the Supplementary Examination held in the same year and/or at the next Annual Examination in that subject and if he passes in the same subject he shall be deemed to have passed the examination. If he fails, or fails to appear in both these examinations, he shall have to appear in all the subjects *de novo*.

Provided that the Academic Council may extend this period in the case of a member of the regular Armed Forces, who is unable, owing to defence exigencies, to avail himself of a chance within this time.

13. A candidate who appears in the Supplementary Examination under Clause 12 above shall :-

- (i) be required to pay admission fee as for the whole examination; and
- (ii) not be eligible for a Scholarship, a Prize or a Medal.

14. The minimum number of marks required to pass the examination shall be 35% in each paper and 40% in the aggregate.

15. The successful candidates shall be classified into three divisions, as under :-

- (i) Those who obtain 60% or more marks ...First Division.
- (ii) Those who obtain 50% or more but less than 60% marks ...Second Division.

- (iii) Those who obtain 40% or more ...Third Division.
but less than 50% marks

16. Six weeks after the termination of the examination or as soon thereafter as possible, the Controller of Examinations shall publish a list of candidates who have passed. Each successful candidate shall be granted a certificate showing the division in which he has passed the examination and the marks obtained in each subject. Marks obtained in each subject shall be supplied to unsuccessful candidates also.

ORDINANCE—DIPLOMA IN REASONING EXAMINATION

1. Duration of Diploma in Reasoning (evening course) shall be one odd semester.

2. The examination shall be held once a year ordinarily in the month of December/January of the session, on the dates fixed by the Vice-Chancellor. The dates fixed under this Clause shall be notified by the Controller of Examinations to the Chairperson of the Department.

3. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

4. A person who has passed the Bachelor Degree in any discipline or any other examination recognised as equivalent thereto shall be eligible to join the course.

5. A student who possesses the qualifications laid down in Clause 4 above, has been on the rolls of the Department for the course during the academic year preceding the examination and produces the following Certificates signed by the Chairperson of the Department, shall be eligible to appear in the examination :—

- (a) of good character;
- (b) of having attended not less than 75% of the full course of lectures (the course to be counted up to the day before the commencement of the examination).

6. A deficiency in the prescribed course (Lectures or Practicals or Tutorials) may be condoned by the Chairperson of the Department as under :—

- (a) Lectures : Up to 15% of the lectures delivered in each subject/paper;
- (b) Practicals : Up to 5% in each Subject/paper;
- (c) Tutorial Assignments : Up to 15%.

7. A student who has completed the prescribed course but does not appear in the examination, or, having appeared in the examination has failed, may be allowed to appear in the examination as an ex-student for three consecutive chances without attending a fresh course of instruction, on payment, on each occasion, of the same fee as prescribed by the University.

8. The amount of examination fee to be paid by a candidate shall be such as prescribed by the Controller of Examinations from time to time.

9. The examination shall be held according to the syllabus prescribed by the Academic Council. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

10. The medium of instruction and examination shall be English/Hindi.

11. The minimum number of marks required to pass the examination shall be 33% in each Theory Paper and 40% in the aggregate.

12. The Controller of Examinations shall publish the result of the examination after the termination of the examination, as soon thereafter as is possible.

13. The list of successful candidates shall be arranged into three divisions, as under and the division obtained by the candidate will be stated in his Diploma :-

- | | |
|--|---------------------|
| (a) Those who obtain 60% or more marks | ...First Division. |
| (b) Those who obtain 50% or more but less than 60% marks | ...Second Division. |
| (c) Those who obtain 40% or more but less than 50% marks | ...Third Division. |

14. Notwithstanding anything contained in any other Ordinance, a person may pursue studies for the course and take the examination therefor, simultaneously with the studies for any other course of this University, except for such courses where classes are hold in the evening.

Provided further that a person registered for Ph.D. Course may pursue studies for this course only if he is permitted by the Vice-Chancellor as per provision of the Ph.D. Ordinance.

***ORDINANCE—DIPLOMA IN (i) FRENCH (ii) GERMAN (iii) RUSSIAN (iv) SANSKRIT (v) JYOTISHA/ ADVANCED DIPLOMA IN (i) FRENCH (ii) GERMAN EXAMINATION**

*1. The duration of the course of instruction for the Diploma in French or German or Russian or Sanskrit or Jyotisha/Advanced Diploma in French or German Examination shall be one year.

2. The examination shall be held once a year ordinarily in the month of April on dates fixed by the Vice-Chancellor. The dates fixed under this Clause shall be notified by the Controller of Examinations to the Chairperson of the Department/Principals of the recognised Colleges concerned.

3. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

*4. A person who has passed the following examination of this University or an examination recognized as equivalent thereto shall be eligible to join the relevant Diploma/Advanced Diploma course :-

(A) Diploma in French/German/Russian/ Sanskrit/Jyotisha :

(a) Certificate Course in French/German/ Russian/Sanskrit;

OR

(b) Pre-University or B.A.(Pass) Part-I with French/ German/Russian/Sanskrit as compulsory/elective subject.

(c) Matriculation/Prajna in case of admission to Diploma in Jyotisha.

(B) Advanced Diploma in French/German:

Diploma in French/German, as the case may be.

5. A student who possesses the qualifications laid down in Clause 4 above, has been on the rolls of the Department/recognised College for the course during the academic year preceding the

* Amended/added vide Executive Council Resolution No.4 (12) of 8.5.2012

examination, and produces the following certificates signed by the Chairperson of the Department/Principal of the College concerned shall be eligible to appear in the examination :-

- (a) of good character;
- (b) of having attended not less than 75% of the full course of lectures (the course to be counted up to the day before the commencement of the examination).

6. A deficiency in the prescribed course (Lectures or Practicals or Tutorials) may be condoned by the Chairperson of the Department/Principal of the College concerned as under :-

- (a) Lectures : Up to 15 % of the lectures delivered in each subject/paper;
- (b) Practicals : Up to 5% each subject/ paper;
- (c) Tutorial Assignments : Up to 15%.

7.1 A student who has completed the prescribed course but does not appear in the examination, or, having appeared in the examination, has failed, may be allowed to appear in the examination as an ex-student for three consecutive years without attending a fresh course of instruction, on payment, on each occasion, of the same fee as prescribed by the University from time to time.

[^]7.2 A candidate who fails to pass the Advanced Diploma in French/German within a period of three years of his/her admission, shall be required to pursue the course *ab initio*, if he/she is desirous to pass the course after the time limit.

8. The amount of examination fee to be paid by a candidate shall be the same as prescribed by the Controller of Examinations from time to time.

9. The Viva-Voce Examination as prescribed in the Scheme of Examination shall be conducted by an External Examiner.

10. The examination shall be held according to the Syllabus prescribed by the Academic Council. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination,

[^] Amended/added vide Executive Council Resolution No.4 (12) of 8.5.2012

shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

♥11. The medium of instruction and examination shall be as under:

Medium

In case of Diploma course in French/ German/Russian	English
In case of Advanced Diploma in French and German	Language concerned
In case of Diploma course in Sanskrit/Jyotisha.	Hindi

♦12.1 The minimum number of marks required to pass the examination in each Part/Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed;
- (iii) 40% in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject.

♦12.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

13. The Controller of Examinations shall publish the result of the examination four weeks after the termination of the examination, or as soon thereafter as is possible.

14. The list of successful candidates shall be arranged under three divisions, as under and the division obtained by the candidate will be stated in his Diploma :-

- (a) Those who obtain 60% or more of the aggregate number of marks ...First Division

♥Amended vide Executive Council Resolution No.4 (12) of 8.5.2012

♦Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14

- (b) Those who obtain 50% or more but less than 60% marks ...Second Division.
- (c) All below 50% marks ...Third Division.

15. Notwithstanding anything contained in any other Ordinance, a person may pursue studies for the course, and take the examination therefor, simultaneously with the studies for any other Course of the Kurukshetra University, except for the LL.B.-3 year course being run in the evening.

Provided further that a person registered for Ph.D. Course may pursue studies for this Course only if he is permitted by the Vice-Chancellor as per provision of the Ph.D. Ordinance.

**ORDINANCE—DIPLOMA IN LIBRARY & INFORMATION SCIENCE
(D. Lib. & Inf. Sc.) EXAMINATION (Annual System)**

1. The duration of the course of instruction for the Diploma in Library & Information Science shall be one academic year. This course shall be offered through Directorate of Distance Education. The examination shall ordinarily be held annually in the month of April/May, on the dates notified by the Controller of Examinations.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

3. A person who has passed Matriculation/Higher Secondary/10+2 Examination from the Board of School Education, Haryana or an examination recognised as equivalent thereto, shall be eligible to join this course. This course is open to the employees working in Libraries/Information Centres/Services, Computer Processing, Industrial/Commercial Environments etc.

4. The examination shall be open to a candidate who :-

- (a) has passed the requisite qualifying examination as laid down in Clause 3 above or is covered under Clause 5 below;
- (b) has remained on the rolls of the Directorate of Distance Education during one year preceding the examination;
- (c) has his name submitted to the Controller of Examinations through Director, Directorate of Distance Education and produces the following certificates signed by him :-
 - (i) of good character;
 - (ii) of having attended not less than 90% attendance at the Personal Contact Programme individually for theory and practicals separately.

5.1 A candidate who has failed in one or more paper(s) or having been eligible, fails to appear in the examination for good reasons, may be allowed to re-appear only twice in the paper(s) at the subsequent

examination as specified in Clause 1 above. Such a candidate shall be exempted from re-appearing in the paper(s) in which he may have obtained at least 45% marks.

5.2 A candidate who fails to pass the Diploma in Library and Information Science Examination within a period of three years of his admission to the course, shall be deemed to be unfit for the Diploma in Library & Information Science Course at this University.

6. Every candidate shall be examined according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. However, syllabus for the re-appear/failed candidates for the Supplementary Examination shall be the same as was in force in the preceding Annual Examination.

7. The amount of examination fee to be paid by a candidate shall be such as prescribed by the Controller of Examinations from time to time.

A candidate who re-appears in one or more paper(s) shall pay fee as for the whole examination.

8. The medium of instruction shall be Hindi/English. The candidates shall write their answers in Hindi or English. The question papers shall be set both in Hindi and English.

9. The minimum number of marks required to pass the examination shall be 40% in each paper and 45% in the aggregate.

A candidate who fails in the examination shall be exempted from re-appearing in the paper(s) in which he may have obtained at least 45% marks.

10. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

11. The result of candidates who have passed Diploma in Library & Information Science Examination shall be classified into division as under on the basis of aggregate marks obtained in the examination and the division obtained by the candidate will be stated in his Diploma :

- | | |
|--|--------------------|
| (a) Those who obtain 60% or more marks | ...First Division. |
|--|--------------------|

- (b) Those who obtain 50% or more but less than 60% marks ...Second Division.
- (c) Those who obtain 45% or more but less than 50% marks ...Third Division.
- (d) The candidates who pass the examination at the first attempt and with minimum duration of the course after obtaining 75% or more marks in the total aggregate shall be declared to have passed with 'Distinction'.

ORDINANCE—POST-GRADUATE DIPLOMA IN COMPUTER APPLICATIONS (PGDCA) EXAMINATION

*1.1 The duration of the course of instructions for the Post-graduate Diploma in Computer Applications shall ordinarily be one academic year. The examination shall ordinarily be held annually in the month of May/June or on the dates to be notified by the Controller of Examinations.

1.2 Supplementary examinations shall ordinarily be held in the month of December/January every year for re-appear candidates who have failed in the paper(s) of the Annual examinations, on the dates to be notified by the Controller of Examinations.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per Schedule at Appendix-I in the K.U. Calendar Vol.II.

3. A person who has passed the Bachelor's degree examination of the Kurukshetra University, or an examination recognised as equivalent thereto shall be eligible to join this course.

*4. The examination shall be open to a candidate who :-

- (a) has passed the requisite qualifying examinations as laid down in Clause 3 above or is covered under Clause 5.1 below;
- (b) has remained on the rolls of Directorate of Distance Education/affiliated colleges during the academic year preceding the examinations.
- (c) has his Examination Form submitted to the Examination Branch duly countersigned by Director, Distance Education/Principal of the College concerned on the following certificates :-
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper/

* Amended vide Executive Council Resolution No.3(11) of 11.10.2008

practicals separately in the affiliated college and having attained the minimum attendance at the Personal Contact Programme (PCP) as prescribed in the Prospectus of the Directorate of Distance Education of the relevant session unless exempted from attending the same partially or wholly by the Director, Distance Education under exceptional circumstances.

5.1 A candidate who has failed in one or more paper(s) or having been eligible, fails to appear in the examination for good reasons, may be allowed to re-appear only twice in the paper(s) at the subsequent examination as specified in Clause 1 above. Such a candidate shall be exempted from re-appearing in paper(s) in which he has obtained at least 40% marks.

5.2 A candidate who fails to pass the examination of P. G. Diploma in Computer Applications within a period of three years of his admission to the course, shall be deemed to be unfit for this course at this University.

6. Candidates who are placed under compartment in their qualifying examination shall not be allowed admission even provisionally. However, such candidates can seek admission after passing the compartment subject in the Supplementary Examination to be held in September/October during the said session with usual late fee.

7. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. However, syllabus for the re-appear/failed candidates for the supplementary examination shall be the same as was in force in the preceding Annual Examination.

8. The amount of examination fee shall be as prescribed by the Controller of Examinations from time to time.

A candidate who re-appears in one or more paper(s) shall pay examination fee as for the whole examination.

9. The medium of instruction and examination shall be English.

*10. The minimum marks required to pass the examination shall be 40% in each Theory and Practical separately and 40% in the aggregate.

* Amended vide Executive Council Resolution No.3(11) of 11.10.2008

A candidate who fails in the examination shall be exempted from re-appearing in the paper(s) in which he has obtained at least 40% marks.

11. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards/Certificates.

12. The candidates who pass the examination shall be classified into divisions, as under, on the basis of aggregate marks obtained in the examination :

- (a) Those who obtain 60% or more marks ...First Division.
- (b) Those who obtain 50% or more but less than 60% marks ...Second Division.
- (c) Those who obtain 40% or more but less than 50% marks ...Third Division.
- (d) The Candidates who pass the examination at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

♦ORDINANCE—POST-GRADUATE DIPLOMA IN EXPORT MARKETING MANAGEMENT/PERSONNEL MANAGEMENT AND LABOUR WELFARE/ MARKETING MANAGEMENT/ FORENSIC SCIENCE & CRIMINOLOGY EXAMINATION (Annual System)

♦1.1 The duration of the course of instruction for award of Post-graduate Diploma in Export Marketing Management/Personnel Management & Labour Welfare/Marketing Management/Forensic Science & Criminology examination shall ordinarily be one academic year and shall be offered through the Directorate of Distance Education. The examinations shall ordinarily be held annually in the month of May/June on the dates to be notified by the Controller of Examinations.

1.2 Supplementary Examinations shall ordinarily be held in the month of December/January every year for re-appear candidates who have failed in one or more paper(s) of the Annual Examinations, on the dates to be notified by the Controller of Examinations.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per Schedule at Appendix-I in the K.U. Calendar Vol.II.

3. The instruction for the course teaching will be provided through supply of printed study material/lessons or through short-term Personal Contact Programme (PCP) or partially through supply of printed study material and partially through, personal contact programme, as may be feasible from time to time.

♦ 4. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto, shall be eligible to join the relevant Diploma course :-

(A) For P.G. Diploma in Export Marketing Management/ Personnel Management & Labour Welfare/Marketing Management :

♦ Amended/added vide Executive Council Resolution No.6(11) of 28.3.2012 , w.e.f. the session 2011-12

Bachelor's Degree examination.

(B) For P.G. Diploma in Forensic Science and Criminology :

Bachelor's Degree examination with Science stream at 10+2 level OR LL.B. degree examination

5. The examination shall be open to a candidate who :-
- (a) has passed the requisite qualifying examination as laid down in Clause 4 above or is covered under Clause 6 below;
 - (b) has remained on the rolls of Directorate of Distance Education during the academic year preceding the examination;
 - (c) has his name submitted to the Controller of Examinations through Director, Distance Education and produces the following certificates signed by him :
 - (i) of good character;
 - (ii) of having attained the minimum attendance at the Personal Contact Programme (PCP) as prescribed in the Prospectus of the Directorate of Distance Education of the relevant session unless exempted from attending the same partially or wholly by the Director of Distance Education under exceptional circumstances.

♦6.1 A candidate shall be required to undergo 6- week In-company Training in an Export Enterprise in case of PG Diploma in Export Marketing Management and Laboratory Training in an Institution in case of P.G. Diploma in Forensic Science & Criminology and 4-week Training in a Public or Private Ltd. Company in case of P.G Diploma in Personnel Management & Labour Welfare and PG Diploma in Marketing Management, duly approved by the Course co-ordinator concerned of the Directorate of Distance Education. After successful completion of the In-company training/Laboratory Training, as the case may be, each candidate will submit a copy of the Training Report in the

♦ Amended/added vide Executive Council Resolution No.6(11) of 28.3.2012 , w.e.f. the session 2011-12

Directorate of Distance Education by 31st August of the Year. The Training Report will be evaluated by the External Examiner.

*6.2 The marks obtained by the candidate in the Training Report shall be taken into account when he re-appears in any future examination under Clause 8. In case the candidate fails in the Training Report, he shall have to submit the Training Report, again subject to Clause 8.

7. A candidate who has failed in one or more paper(s) or have been eligible, fails to appear in the examination for good reasons, may be allowed to re-appear only twice in such paper(s) at the subsequent examination as an ex-student as specified in Clause 5 above. Such a candidate shall be exempted from re-appearing in Paper(s) in which he has obtained at least 40% marks.

*8. A candidate who fails to pass the examination of the Diploma Programme within a period of three years of his/her admission, shall be required to pursue the course *ab initio*, if he/she desirous to pass the course after the time limit.

9 Every candidate shall be examined according to the Scheme of Examinations and Syllabus as approved by the Academic Council from time to time. However, syllabus for the re-appear/failed candidates for the Supplementary Examination shall be the same as was in force in the preceding Annual Examinations.

10. The amount of examination fee shall be the same as prescribed by the Controller of Examinations from time to time.

11. The medium of instruction and examination shall be English.

*12. The minimum marks required to pass the examination shall be 40% in each theory and Training Report separately and 40% in the aggregate.

13. As soon as possible, after the termination of examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Card/Certificate.

14. Candidate passing the examination shall be classified in divisions as under, on the basis of aggregate marks obtained in the examination :

* Amended/added vide Executive Council Resolution No.6(11) of 28.3.2012 , w.e.f. the session 2011-12

* Amended vide Executive Council Resolution No.40(15) of 31.1.2003, w.e.f. the Session 2002-03.

- (a) Those who obtain 60% or more marks ...First Division.
- (b) Those who obtain 50% or more but less than 60% marks ...Second Division.
- (c) Those who obtain 40% or more but less than 50% marks ...Third Division.
- (d) Candidates who pass examination at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

**ORDINANCE—POST-GRADUATE DIPLOMA IN ENVIRONMENTAL
EDUCATION (PGDEE) EXAMINATION**

1.1 The duration of the Course leading to P.G. Diploma in Environmental Education (PGDEE) shall be one year. Instruction shall be imparted by providing study material by post through the Directorate of Distance Education.

1.2 The Examination shall be held at the end of the academic session, ordinarily in the month of April on the date(s) notified by the Controller of Examinations.

1.3 Supplementary Examination will be held in September/October in the same year for re-appear candidates who have failed in not more than two theory papers in the Annual Examination on the date(s) to be notified by the Controller of Examinations.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

3. Minimum qualification for admission to this course shall be :-

A Bachelor's degree examination of Kurukshetra University or an examination recognised as equivalent thereto.

4. The examination shall be open to students who are on the rolls of the Directorate of Distance Education and have ordinarily attended the Personal Contact Programme. Candidates will not be allowed to appear in any other examination alongwith this examination.

5.1 A student who has completed the prescribed course of instruction in the Directorate of Distance Education for the examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendations of the Director, Distance Education to appear/re-appear in the examination, as an Ex-student, without attending fresh course of instruction only twice subsequent to the Annual Examination in which he was due to appear. This is, however, subject to the provisions made under Clause 5.2 below.

5.2 A candidate who fails to pass the whole examination within three years of his admission to the course will be required to repeat the course *de novo*.

6. Every candidate shall be examined in the subjects laid down in the Scheme of Examination and the Syllabus as approved by the Academic Council for this course from time to time. A candidate who fails in an examination, or, having been eligible, fails to appear in the examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students of the Directorate of Distance Education appearing for that examination.

7. The amount of examination fee to be paid by a candidate shall be such as prescribed by the Controller of Examinations from time to time.

8. The medium of instruction shall be English. However, candidates will have the option to write their answer in the examination in English or Hindi.

9. The minimum percentage of marks to pass the examination shall be (i) 40% in each written paper; and (ii) 40% in the aggregate.

10. Successful candidates will be awarded division on the basis of the aggregate marks obtained in the Annual Examination as under :-

- (a) Those who obtain 60% or more marks ... First Division.
- (b) Those who obtain 50% or more but less than 60% marks ... Second Division.
- (c) Those who obtain 40% or more but less than 50% marks ... Third Division.
- (d) Candidates who pass the examination at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

11. Notwithstanding the integrated nature of this course, which is spread over more than one Academic Year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

**ORDINANCE—POST-GRADUATE DIPLOMA IN JOURNALISM &
MASS COMMUNICATION EXAMINATION**

1.1 The duration of the course of instruction for the Post-graduate Diploma in Journalism & Mass Communication shall ordinarily be one academic year. This course shall be offered through Directorate of Distance Education. The examinations shall ordinarily be held annually in the month of May/June or thereafter on the dates to be notified by the Controller of Examinations.

1.2 Supplementary examinations shall ordinarily be held in the month of December/January every year for re-appear candidates who have failed in the paper(s) of the Annual examinations, on the dates to be notified by the Controller of Examinations.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

3. The instruction for the course teaching will be provided through supply of printed study material/lessons or through short term personal contact programme (PCP) or partly through PCP and partly through supply of printed study materials, as may be feasible from time to time.

4. A person who has passed the Bachelor's Degree examination of the Kurukshetra University or an examination recognised as equivalent thereto shall be eligible to join this course.

5. The examination shall be open to a candidate who :-

- (a) has passed the requisite qualifying examination as laid down in Clause 4 above or is covered under Clause 6 below.
- (b) has remained on the rolls of Directorate of Distance Education during the academic year preceding the examinations.
- (c) has his name submitted to the Controller of Examinations through Director, Distance Education and produces the following certificates signed by him :-
 - (i) of good character;

- (ii) of having attained the minimum attendance as prescribed in the Prospectus of the Directorate of Distance Education at the Personal Contact Programmes for Theory and Practicals separately unless exempted from attending the same by the Director, Distance Education under exceptional circumstances.

6.1 A candidate who appeared in the Annual Examination of P. G. Diploma in Journalism & Mass Communication has to submit Practical Assignment in the form of a set of record book/file, as laid down in the Prospectus of the Directorate of Distance Education. Practical assignment must reach in the Directorate of Distance Education by 31st August in final examination, and this Practical Assignment shall be sent to the Secrecy Branch by the Directorate office within three working days.

6.2 A candidate who has failed in one or more paper(s) or having been eligible, fails to appear in the examination for good reasons, may be allowed to re-appear only twice in the paper(s) at the subsequent examinations as specified in Clause 1 above. Such a candidate shall be exempted from re-appearing in paper(s) in which he has obtained at least 40% marks.

6.3 A candidate who fails to pass the examination of the P. G. Diploma in Journalism & Mass Communication within a period of three years of his admission to the course, shall deemed to be unfit for this course at this University.

7. Candidates who are placed under Compartment in their qualifying examination shall not be allowed admission even provisionally. However, such candidates can seek admission after passing the compartment subject in the Supplementary Examination to be held in September/October during the said session with usual late fee.

8. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. However, syllabus for the re-appear/failed candidates for the supplementary examination shall be the same as was in force in the preceding Annual Examination.

9. The amount of examination fee to be paid by a candidate shall be as prescribed by the Controller of Examinations from time to time.

A candidate who re-appears in one or more paper(s) shall pay examination fee as for the whole examination.

10. The medium of instruction shall be English/Hindi.
 - (a) The question papers shall be set in English and Hindi both.
 - (b) The candidates shall be free to write their answers in English or Hindi both.

11. The minimum marks required to pass the examination shall be 40% in each Theory Paper and Practical assignment separately and 40% in aggregate.

A candidate who fails in the examination shall be exempted from re-appearing in the paper(s) in which he has obtained at least 40% marks.

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-marks-cards/certificates.

13. The candidates who pass the examination shall be classified into divisions, as under, on the basis of aggregate marks obtained in the examination :-

- | | |
|--|----------------------|
| (a) Those who obtain 60% or more marks | ... First Division. |
| (b) Those who obtain 50% or more marks but less than 60% marks | ... Second Division. |
| (c) Those who obtain 40% or more marks but less than 50% marks | ... Third Division. |

The candidates who pass the examination at the first attempt and with minimum duration of the course after obtaining 75% or more marks in the total aggregate shall be declared to have passed with 'Distinction'.

**ORDINANCE—POST-GRADUATE DIPLOMA IN TRANSLATION
(HINDI/ENGLISH) EXAMINATION**

1.1 The duration of the course of instruction for the Post-graduate Diploma in Translation (Hindi/English) shall be one academic year.

1.2 The examination shall ordinarily be held annually in the month of April/May, on the dates notified by the Controller of Examinations.

1.3 Supplementary Examination will be held in November/December in the same year for re-appear candidates who have failed in not more than 50% papers of the total theory papers of the Annual Examination.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

3. The Chairperson of the Department concerned shall forward to the Controller of Examinations, at least five weeks before the commencement of the examinations, a list of students who have satisfied the requirement of rules and are qualified to appear in the examination.

4. A person who has passed Bachelor's Degree Examination from this University or an examination recognized as equivalent thereto shall be eligible to join the course.

Provided that the candidates who are placed under compartment in their qualifying examination shall not be allowed admission even provisionally. However, such candidates can seek admission after passing the compartment subject in the supplementary examination to be held in September/October during the said session with usual late fee

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. Re-appear/fail candidates will also appear according to current syllabus, unless otherwise allowed specifically.

▲ Amended vide Executive Council Resolution No. 5 (14) of 22.05.2013 w.e.f.session 2012-13.

6. The examination shall be open to any regular student who :-
- (a) has passed the requisite qualifying examination as laid down in Clause 4 above or is covered under Clause 8 below;
 - (b) has remained on the rolls of University Department concerned during one year preceding the examination;
 - (c) has his name submitted to the Controller of Examinations by the Chairperson of the Department concerned, and produces the following certificates signed by him :-
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each subject/paper, practical and tutorial separately (the course to be counted up to the day before the commencement of the examination).

7. A deficiency in the prescribed course (Lectures or Practicals or Tutorials) may be condoned by the Chairperson of the University Department concerned as under :-

- (a) Lectures : Up to 15% of the lectures delivered in each paper/subject.
- (b) Practicals : Up to 5% in each paper.
- (c) Tutorial Assignment : Up to 15%.

These shall also include loss of attendances due to participation in cultural and sports assignments etc. Provided that a student who participates in the Inter-University Tournaments/Youth Festivals shall be allowed additional condonation on this ground of upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendances, after condonation on all counts, falls below 50%.

8.1 A candidate who has failed in one or more paper(s) or having been eligible, fails to appear in the examination for good reasons, may be allowed on the recommendation of the Chairperson of the Department

concerned to appear/re-appear only twice in the paper/papers at the subsequent examinations as specified in Clause 1 above, such a candidate shall be exempted from re-appearing in the paper(s) in which he may have obtained at least 45% marks.

8.2 A candidate who fails to pass the Post-graduate Diploma in Translation (Hindi/English) Examination within a period of three years of his admission to the course, shall be deemed to be unfit for the Post-graduate Diploma in Translation (Hindi/English) at this University.

*9.1 Every candidate shall be required to prosecute his Translation Work Report under the Supervision of a Teacher of the Departments of Hindi/English, on the topic to be approved by the Course Co-ordinator/Director, Distance Education.

*9.2 After getting a certificate to his satisfaction from the Supervisor of Translation Work, the candidate shall have to submit a copy of his Translation Work Report after the end of the examination alongwith a zeroxed copy of the Work Report in the Directorate of Distance Education by 15th June of the year for evaluation by External Examiner. The Viva-Voce of the work Report will be conducted by the same External Examiner in the presence of the Course Co-ordinator/Chairperson, Department of Hindi.

10. The medium of the examination shall be Hindi/English, as the case may be.

11. The amount of examination fee to be paid by a candidate for each examination shall be the same as prescribed by the Controller of Examinations from time to time.

A candidate who re-appears in one or more paper(s) shall pay fee as for the whole examination.

12. The minimum number of marks required to pass the examination shall be 40% in each paper and 45% in the aggregate.

A candidate who fails in the examination shall be exempted from re-appearing in paper(s) in which he may have obtained at least 45% marks.

* Amended/added vide Executive Council Resolution No.40(13) of 31.1.2003, w.e.f. the Session 2002-03.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

14. The result of candidates who have passed the Post-graduate Diploma in Translation (Hindi/English) Examination shall be classified into divisions as under, on the basis of aggregate marks obtained in the Examination and the division obtained by the candidate will be stated in his Diploma :-

- (a) Those who obtain 60% or more of the aggregate number of marks ... First Division.
- (b) Those who obtain 50% or more but less than 60% marks ...Second Division.
- (c) Those who obtain 45% or more but less than 50% marks ... Third Division.
- (d) The candidates who pass the examination in the first attempt and with minimum duration of the course after obtaining 75% or more marks in the total aggregate shall be declared to have passed with `Distinction`.

**ORDINANCE—POST-GRADUATE DIPLOMA IN HUMAN RESOURCE
MANAGEMENT (PGDHRM) EXAMINATION**

*1.1 the duration of the course leading to the post-graduate diploma in human resource management (pgdhrm) shall be two years. the examination shall be held in two parts viz. part-i at the end of the course of first year and part-ii at the end of the course of second year, ordinarily in the month of may on the dates to be notified by the controller of examinations.

1.2 Supplementary Examination will be held in December in the same year for re-appear candidates who have failed in not more than 50% theory papers in the Annual Examination on the dates to be notified by the Controller of Examinations.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Calendar Vol.II.

*3. in case of students taking admission through directorate of distance education, the instruction will be provided through the supply of the printed study material and/or books published by eminent authors and/or electronic study material, evaluation of response sheets, counselling of students by the teachers/course co-ordinator or through any other method as may be deemed necessary for promoting learning by the director from time to time. the students are required to consult the books prescribed/recommended for references in the syllabi supplied by the directorate is only to supplement learning and to support the books referred to in the syllabi. instruction through study material will further be supplemented by the personal contact programme of short duration as may be decided by the directorate from time to time.

4.(a) A person who has passed Bachelor's Degree examination in any discipline from Kurukshetra University or any other recognized University shall be eligible to join Part-I of this course.

*provided that the candidates who are placed under compartment in their qualifying examination shall not be allowed admission even provisionally. however, such candidates can seek admission in the directorate of distance education after passing the compartment in the

*Amended vide Executive Council Resolution No.6(3) of 25.3.2006.

supplementary examination to be held in september/october during the said session with usual late fee.

(b) a person who has passed post-graduate diploma in human resource management part-i from kurukshetra university shall be eligible to join part-ii of this course subject to provision made under clause 6 below.

5. The examination in Part-I/II shall be open to a candidate who :-

- (a) has passed the requisite qualifying examination as laid down in Clause 4 above or is covered under Clause 6 below.
- * (b) has remained on the rolls of University Department/ recognized College/Directorate of Distance Education during the academic year preceding the examinations.
- * (c) has his name submitted to the Controller of Examinations through Chairperson of the University Department/ Principal of the recognized College concerned/Director, Distance Education and produces the certificate signed by him of having attended not less than 75% of full course of lectures delivered in each paper in the University Department/recognized college or having attained the minimum attendance as prescribed in the Prospectus of the Directorate of Distance Education at the Personal Contact Programme for theory papers unless exempted from attending the same by the Director, Distance Education wholly or partially for valid reasons.

*6.1 a student who has completed the prescribed course of instruction in the university department/recognized college/directorate of distance education for part-i/ii examination, but does not appear in it, or having appeared fails, may be allowed to appear in the examination, as an ex-student, without attending fresh course of instruction, only twice, subsequent to the annual examination in which he was due to appear. this is, however, subject to the provisions made in clause 6.2 below. while re-appearing in the examination of post-graduate diploma in human resource management part-i, the candidate shall be exempted from appearing in the paper(s) in which he/she has obtained 40% marks and shall be allowed to be promoted from part-i to the part-ii course, if he has

* Amended vide Executive Council Resolution No.6(3) of 25.3.2006.

passed at least 50% papers of part-i examination. subject to the number of chances as provided in this clause, such candidate shall be allowed to appear in the remaining paper(s) of part-i alongwith part-ii examination. provided further that if such a candidate fails to pass part-i examination, his result for part-ii examination shall be declared provisionally.

6.2 A candidate who fails to pass the whole examination (Part-I & II) within four year of his admission to the course shall be required to repeat the course *de novo*.

*7. In case of regular students, a deficiency in the prescribed course (lectures/tutorials) upto 15% of the lectures delivered in each paper may be condoned by the Chairperson of the University Department/Principal of the College concerned.

*8.1 after the first year examination, a candidate shall be required to undergo six weeks on-the-job training in the reputed concern duly approved by the chairperson of the department /principal of the college concerned/co-ordinator/director, distance education. the candidate shall be required to submit two copies of his training report in the department/college concerned/ directorate of distance education. the last date for receipt of training report in the department/college/ directorate shall be 28th february of the second year of the course. however, grace of five working days shall be allowed for submission of the same to the office of the controller of examinations. the evaluation of training report shall be conducted by the external examiner.

8.2 The marks obtained by him in the Teaching Report shall be taken into account when re-appears in any future examination under Clause 6 above.

9. Every candidate shall be examined according to the scheme of examination and the syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or having been eligible, fails to appear in the examination, shall unless approved otherwise by the Academic Council, take the examination according to the Syllabus prescribed by the University for regular students of the Directorate of Distance Education. Provided that the syllabus for the candidates appearing in the Supplementary Examination shall be the same as was in force for the preceding annual examination.

*Amended vide Executive Council Resolution No.6(3) of 25.3.2006.

10. The amount of Examination fee to be paid by a candidate for each part shall be as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s), shall pay examination fee for the whole examination.

11. The medium of instruction and examination shall be English.

12. The minimum marks required to pass the examination shall be 40% in each Theory Paper/Training Report separately and 40% in the aggregate.

A candidate who fails in the examination shall be exempted from re-appearing in the paper(s) in which he has obtained at least 40% marks.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards/Certificates.

14. The candidates who pass the whole examination shall be classified into divisions, as under, on the basis of the aggregate marks obtained in Part-I and Part-II examination taken together and the division obtained by the candidate will be stated in his Diploma :-

- (a) 60% or more marks ...First Division
- (b) 50% or more but less than 60% marks ... Second division.
- (c) 40% or more but less than 50% marks ...Third Division.

The candidates who pass the examinations at the first attempt and within minimum duration of the course i.e. two years after obtaining 75% or more marks of the aggregate shall be declared to have passed with 'Distinction'.

15. Notwithstanding the integrated nature of the Course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

***ORDINANCE—POST-GRADUATE DIPLOMA IN YOGA
EXAMINATION (*Annual System*)**

1.1 The duration of the course leading to the Post-graduate Diploma in Yoga shall ordinarily be one academic year. The examination shall be held annually ordinarily in the month of May/June on the dates to be notified by the Controller of Examinations.

1.2 Supplementary Examination for re-appear candidates shall be held ordinarily in the month of December of the same year on the dates to be notified by the Controller of Examinations.

2. The last date by which the Examination Forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Calendar Vol.II.

3. A person who has passed one of the following examinations shall be eligible to join this course :-

♦(i) B.A./B.Sc./B.Com. with at least 45% marks in aggregate and having passed English as one of the subjects, except for B.Sc, B.Com. and B.A. (Hons.) having passed English at least in one year.

OR

(ii) B.A. with Health & Physical Education as one of the subjects in the three years degree course with at least 45% or more marks in the aggregate.

OR

(iii) Bachelor of Physical Education (B.P.Ed.) 3-years degree course/B.Sc. (Physical Education, Health Education and Sports)/D.P.Ed. one year after graduation with at least 50% marks in aggregate.

Note : (i) The minimum eligibility condition of the 45% marks in the qualifying examination can be relaxed

* Approved vide Executive Council Resolution No.8(25) of 9.8.2004, w.e.f. the Session 2004-05.

♦ Amended vide Executive Council Resolution No.3(7) of 31.10.2013 w.e.f session 2013-14.

by 5% in case who have won position in Yoga at the Inter-Versity/National levels.

- (ii) Candidates having compartment in the qualifying examination shall not be allowed admission in Post-Graduate Diploma in Yoga Course even provisionally.

4. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or having been eligible, fails to appear in an examination shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination. However, the scheme of examination and the syllabus for the candidates for the Supplementary Examination shall be the same as was in force for the preceding Annual Examination.

5. Practical Examination will be conducted by the Internal and External Examiners and Theory Papers will be set and evaluated by the external examiners.

6. The examination shall be open to a candidate who :-

- (a) has passed the requisite qualifying examination as laid down in Clause 3 or is covered under clause 8; and
- (b) has his name submitted to the Controller of Examinations through the Chairperson of the Department/Principal of the college concerned where he is one the rolls and produces the following certificates signed by the Chairperson of the Department/Principal of the College concerned of having :-
 - (i) good character
 - (ii) remained on the rolls of the Department/recognized College during the academic year preceding the examination; and
 - (iii) satisfactory performed the work of his class and attended not less than 60% of the full of course of lectures delivered in each subject and 75% in

tutorials and practical separately (the course to be counted up to the day before the commencement of the examination).

7. The Chairpersons of the Department/Principal of the College may condone shortage upto 15% lectures in a subject/paper and upto 5% in practical/tutorials in each subject/paper.

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. provided that a student who participates in the Inter-University Tournaments/Youth festivals shall be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Sports or the Director, Youth & Cultural Affairs Department, as the case may be, subject to the condition that such a candidates shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

8.1 A student who has completed the prescribed course of instruction in the Department/recognized Colleges, for Post-graduate Diploma in Yoga, but does not appear in it, or having appeared fails, may be allowed to appear/re-appear in the said examination, as an ex-student, without attending fresh course of instruction, only twice subsequent to the Annual Examination in which he was due to appear. However, a candidate who fails to pass the examination of the Post-graduate Diploma in Yoga Examination within a period of three years of his admission to the course shall be required to repeat the course *de novo*.

8.2 While re-appearing in the examination the candidate shall be exempted from re-appearing in the paper(s)/practical(s) in which he has obtained at least 40% marks.

9. The amount of examination fee to be paid by a candidate shall be as prescribed by the University from time to time. A candidate who re-appears in one or more paper(s) shall pay examination fee for the whole examination.

10. The medium of instruction shall be English & Hindi.

11. The medium of examination shall be as under :-

- (a) The question paper shall be set both in English & Hindi;
- (b) The candidates shall write their answer in English or Hindi.

***ORDINANCE—POST-GRADUATE DIPLOMA IN YOGA THERAPY
EXAMINATION (*Annual System*)**

1.1 The duration of the course leading to the award of Post-graduate Diploma in Yoga Therapy Examination shall be one academic year. The examination shall ordinarily be held annually in the month of April/May.

1.2 Supplementary Examination will be held in November/December for re-appear candidates who have failed in not more than 50% theory papers of the Annual Examinations.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations.

2. The last date(s) by which the Examination Form and fees must reach the Examination enquiry shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

3. A person who has passed Bachelor's Degree in any discipline with at least 45% marks in the aggregate from Kurukshetra University or any other examination recognized as equivalent thereto, shall be eligible to join the Post-graduate Diploma in Yoga Therapy Course.

4. Every candidate shall be examined according to the scheme of examination and the syllabus as approved by the Academic Council from time to time a candidate who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

5.1 The courses of study and the subjects of examination shall be as approved by the Academic Council from time to time. The examination shall consist of :

- (a) theory papers;
- (b) practical examinations; and

*Approved vide Executive Council Resolution No.3 (9) of 22.8.2007, w.e.f. the Session 2006-07.

(c) Internal assessment.

20% marks in each theory paper shall be reserved for internal assessment.

For practical examination, a committee consisting of the Co-ordinator, teacher concerned and external examiner appointed by the University shall conduct the examination. In case of internal examination the Co-ordinator and the teacher concerned shall from the committee to conduct the examination.

5.2 The marks obtained by a candidate in internal assessment shall be forwarded by the Principal of the College concerned duly countersigned by him/her to the Examination Branch at least one week before the commencement of the Examination.

5.3 The Principal of the College concerned shall preserve the record on the basis of which the internal assessment have been prepared, for inspection, if needed by the University upto three months from the date of declaration of the result.

6. The examination shall be open to a regular student who :

- (i) has passed the requisite qualifying examination as laid down in Clause 3 above or is covered under clause 8 below;
- (ii) has remained on the rolls of the College during one year preceding the examination; and
- (iii) has his/her examination form submitted to the Examination Branch through the Principal of the college concerned and produces the following certificates signed by the Principal of the college concerned :-
 - (a) of good character;
 - (b) of having attended not less than 75% of the full course of lectures delivered in each subject and practical separately (the course to be counted up to the day before the commencement of the examination).

- (c) has obtained pass marks in the Internal Assessment of each paper.

Provided that a candidate who has not attended the requisite percentage of lectures or has not obtained pass marks in the Internal Assessment for any paper(s)/ practical(s), will be eligible to take examination in the remaining papers.

7. A deficiency in the prescribed course (Lectures or Practicals or Tutorials) may be condoned by the Principal of College concerned as under :

- (a) Lectures : Upto 15% delivered in each paper.
 (b) Practicals : Upto 5% in each paper.
 (c) Tutorial Assignments : Upto 15%.

These shall also include loss of attendance due to participation in cultural and sports assignment, etc. Provided that student who participate in the Inter University Tournaments/Youth Festivals shall be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth & Cultural Affairs Department, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

8.1 A student who has completed the prescribed course of instruction, but does not appear in it, or having appeared fails, may be allowed on the recommendation of the Principal of the College concerned, to appear/re-appear in the examination/paper(s), as the case may be, as an ex-student, without attending fresh course of studies only twice. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s)/practical(s) in which he/she has obtained at least 40% marks including the marks for Internal Assessment.

8.2 A candidate must pass the whole examination within three years of the admission to the Post-graduate Diploma in Yoga Therapy Course failing which he/she will be required to pursue the course *ab initio*, if he/she desires to pass the course after the time limit.

9. The amount of admission fee to be paid by a candidate shall be as prescribed by the University from time to time.

A candidate who re-appears in one or more paper(s)/practical(s) for the purpose of passing/improvement of division/result shall pay examination fee as for the whole examination.

10. The medium of instruction shall be English. The medium of examination shall be as under :-

- (a) The question paper shall be set both in English and Hindi.
- (b) The candidates shall write their answers in English or Hindi.

11. The minimum number of marks required to pass the examination shall be as under :

- (a) 35% in each paper (internal and external separately).
- (b) 40% in the aggregate.

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish a list of the candidates and issue Detailed-Marks-Cards.

13. The result of candidates who have passed the P.G. Diploma in Yoga Therapy Examination shall be classified into division, as under, on the basis of the aggregate marks obtained in the examination and the division obtained by the candidates will be stated in his/her degree.

- (a) Candidates, who pass both the examination in the first attempt and within normal duration of the course, i.e. one year, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'
- (b) 60% or more marks ... First Division.
- (c) 50% or more marks ... Second Division.
- (d) Below 50% marks ... Third Division.

14.1 A person who has passed the Post-graduate Diploma in Yoga Therapy Course of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student in Post-graduate Diploma in Yoga Therapy Examination thrice in one or more theory

paper(s) within a period of five years of his/her passing the Examination. Such a candidate in the first instance shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance. He/she will then appear in the respective paper(s) in the Annual Examination. If he/she does not improve his/her performance he/she shall be eligible to do so in the following year(s) which would be treated Examination. If he/she does not improve his/her performance he/she shall be eligible to do so in the following years which would be treated as the second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of whole examination by taking into account the marks obtained by him in the paper(s) in which he/she re-appeared and the marks obtained by him/her earlier in the remaining paper(s)/practical(s) etc. The fact that the candidate has improved the performance shall be mentioned in the Detailed-marks-Card.

Provided that the candidate will take the examination according to the syllabus in force for the regular students in that academic session in which he/she purposes to take the examination for the purpose of improving his/her performance.

14.2 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma course in languages and Bachelor of Education (B.Ed.) Examination.

***ORDINANCE—POST-GRADUATE DIPLOMA IN WOMEN'S STUDIES EXAMINATION (*Annual System*)**

1.1 The duration of the course leading to the Post-Graduate Diploma in Women's Studies shall be one academic year. The examination shall ordinarily be held annually in the month of April/May.

1.2 Supplementary Examination will be held in December/January in the same year for re-appear candidates who have failed in not more than 50% of the total theory papers of the Annual Examination.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations.

2. The last date(s) by which the Examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Calendar Vol.II.

3. A person who has passed Bachelor Degree examination in any discipline with at least 50% marks, shall be eligible to join this course.

4. Every candidate shall be examined according to the scheme of examination and the syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise, by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

5.1 The examination shall be open to a regular student who :

- (a) has passed the requisite qualifying examination as laid down in clause 3 above, or is covered under clause 6 below; and
- (b) has his/her Examination form submitted to the Examination Branch through Director, Women's Studies Research Centre and produces the following certificates:
 - (i) of good character;

*Approved vide Executive Council Resolution No.5(5) of 9.6.2010, w.e.f. the Session 2009-10.

- (ii) of having attended not less than 75% of the full course of lectures delivered in each paper and practical separately (the course to be counted upto the day before the commencement of the examination).

Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s) will be eligible to take the examination in the remaining paper(s).

5.2 A deficiency in the prescribed course (lectures or tutorials) may be condoned by the Director, Women's Studies Research Centre as under :-

(a) Lectures : Up to 15% of delivered in each paper.

(b) Tutorial Assignments : Up to 15% of total conducted.

These shall also include loss of attendance due to participation in Cultural and Sports Assignments etc. Provided that a student who participates in the Inter-University Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

6.1 A student who has completed the prescribed course of instruction in the Centre but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Director, Women's Studies Research Centre, to appear/re-appear in the said examination/paper(s), as the case may be, as an ex-student without attending a fresh course of instruction, only twice, subsequent to the annual examination in which he/she was due to appear. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s) in which he/she has obtained at least 40% marks.

6.2 A candidate who fails to pass Post-Graduate Diploma in Women's Studies examination within a period of three years of his/her admission to the course, shall be required to repeat the course *de novo*.

7. The amount of examination fee to be paid by a candidate shall be as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s), shall pay fee as for the whole examination.

8. The medium of instruction and examination shall be English/Hindi.

9.1 Each candidate shall be required to submit one copy of his/her Field Work Report in Paper(s) concerned in the Women's Studies Research Centre latest by 30th January. However, the period for submission of Field Report may be extended on the recommendation of the Director of the Centre with late fee of Rs.500/- or as may be prescribed by the University from time to time. If a candidate fails to submit the Field Training Report even upto the extended period, he/she shall be considered to have absented in the Field Report and his/her result shall be declared accordingly. In the absence of Field Report, the Diploma will not be awarded.

9.2 The Field Report shall be evaluated by the teachers concerned. The marks obtained by a candidate in Field Work duly countersigned by the Director, Women's Studies Research Centre shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant examination.

10. The minimum marks required to pass the examination shall be as under :-

(i) 40% in each theory papers.

(ii) 40% in the aggregate.

11. As soon as possible, after termination of the examination, the Controller of Examinations shall publish the result Detailed Marks Cards/Certificates will be issued by the Results Branch.

12. The result of the candidates who have passed the Post- Graduate Diploma in Women's Studies examination, shall be classified into Divisions, as under, on the basis of the aggregate marks obtained in the examinations, and the division obtained by the candidates will be stated in their diploma.

- (a) Candidates who pass the examination in the first attempt and within normal duration of the course, i.e. one year obtaining 75% or more marks of the aggregate, shall be declared to have passed with 'Distinction'.
- (b) 60% or more marks First Division.
- (c) 50% or more but less than 60% Second Division.
marks
- (d) Below 50% marks Third Division.

***ORDINANCE—POST-GRADUATE DIPLOMA IN NUTRITION & DIETETICS EXAMINATION (*Annual System*)**

1.1 The duration of the course leading to Post-graduate Diploma in Nutrition & Dietetics shall be one academic year. The examination shall ordinarily be held annually in the month of April/May.

1.2 Supplementary Examination will be held in November/December for re-appear candidates who have failed in not more than 50% of the total Theory papers of the Annual Examination.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations.

2. The last date(s) by which the Examination Forms and fees must reach the Examination enquiry shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

♦3. A person who has passed Bachelor of Science (Home Science) examination of Kurukshetra University or B.Sc. with Clinical Nutrition & Dietetics or Food Science & Quality control as a vocational subject or B.A. with Home Science as an elective subject or an examination recognized as equivalent thereto with at least 50% marks in aggregate (Minimum pass marks of SC/ST Candidates) shall be eligible to join the Post-Graduate Diploma in Nutrition & Dietetics course.

4. Every candidate shall be examined according to the scheme of examination and the syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

*Approved vide Executive Council Resolution No.6 of 22.8.2007, w.e.f. the session 2006-07.

♦Amended vide Executive Council Resolution No.3(12) of 31.10.2013 w.e.f session 2013-14.

5. The marking in Seminar shall be done by a panel of three teachers including Chairperson of the Department as per following division of marks :-

Assignment preparation	10 marks
Presentation	30 marks
Discussions	10 marks

The record of the Assessment will be preserved for inspection by the Department, if needed by the University, up to three months from the date of declaration of the result of the Annual Examination.

6. The examination shall be open to a regular student who :

- (a) has passed the requisite qualifying examination as laid down in clause 3 above or is covered under clause 8 below;
- (b) has remained on the rolls of Department during one year preceding the examination;
- (c) has his/her examination form submitted to the Examination Branch through the Chairperson of the Department concerned and produces the following certificates signed by him/her :
 - (i) of good character; and
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical and tutorial separately (the course to be counted up to the day before the commencement of the examination).

7. A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the Department concerned as under :

- (a) Lectures : Up to 15% of the lectures delivered in each paper;
- (b) Practical : Up to 5% in each paper;
- (c) Tutorial Assignments : Up to 15%.

These shall also include loss of attendance due to participation in cultural and sports assignment etc. Provided that the students who

participate in the Inter-University Tournaments/Youth Festivals shall be allowed additional condonation on this ground up to 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth & Cultural Affairs Department, as the case may be, subject to condition that such a candidate shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

8.1 A candidate who has failed in one or more paper(s) or having been eligible, fails to appear in the examination for good reasons, may be allowed on the recommendation of the Chairperson of the Department concerned to appear/re-appear only twice in the paper/papers at the subsequent Examinations.

Such a candidate shall be exempted from re-appearing in the paper(s) in which he/she may have obtained at least 50% marks.

8.2 A candidate must pass the whole examination within a period of three years of his/her admission to the Post-Graduate Diploma in Nutrition & Dietetics course failing which he/she will be required to peruse the course *ab initio*, if he/she desires to pass the course after the time limit.

9. The medium of instruction and examination shall be English.

10. The amount of Examination fee to be paid by a candidate shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s) shall pay fee as for the whole examination.

11. The minimum number of marks required to pass the examination shall be as under :

- (i) 35% in each paper (Theory & Practical separately);
- (ii) 40% in Viva-voce/Project work/Seminar; and
- (iii) 40% in aggregate.

***ORDINANCE—POST-GRADUATE DIPLOMA IN REMOTE SENSING AND GEOGRAPHIC INFORMATION SYSTEM EXAMINATION (*Semester System*)**

1.1 The duration of the course leading to the award of Post-Graduate Diploma in Remote Sensing and Geographic Information System shall be one academic year, comprising of two Semesters.

1.2 Main as well as supplementary examinations for the First Semester shall ordinarily be held in December/January and for the Second Semester in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which the Examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Cal. Vol.II.

3. A person who has passed Master's degree in any of the following subjects with a minimum of 50% marks shall be eligible to join the First Semester class of the course :

**(i) Geography, (ii) Botany, (iii) Zoology,
(iv) Environmental Science, (v) Geology, (vi) Geophysics
and (vii) Physics.**

4. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise, by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

5. The First/Second Semester examination shall be open to a regular student who :

(a) has passed the requisite qualifying examination as laid down in clause 3 above, if he/she is a candidate for the First Semester examination, or has passed the First Semester Examination if he/she is a candidate for the

*Approved vide Executive Council Resolution No.18(18) Of 27.11.2009, w.e.f. the session 2008-09.

Second Semester Examination. This is, however, subject to clause 7 below;

- (b) has remained on the rolls of the Department/College during one semester preceding the examination; and
- (c) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper and practical separately in each semester (the course to be counted up to the day before the commencement of the examination).

6. A deficiency in the prescribed course (lectures or practicals) may be condoned by the Chairperson of the Department/Principal of the College concerned, as under :

- | | |
|----------------|--|
| (a) Lectures | Up to 15% of lectures delivered in each paper. |
| (b) Practicals | Up to 5% total in each paper. |

These shall also include loss of attendance due to participation in cultural and sports assignment, etc. Provided that a student who participates in the Inter-University Tournaments/Youth Festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

7.1 A student who has completed the prescribed course of instructions in the University Department/recognized College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the College concerned to appear/re-appear in the semester examination/paper(s), as the case may be, as an ex-student, without attending fresh course of studies only twice at the supplementary examinations.

7.2 A candidate, who fails to pass the Post-Graduate Diploma in Remote Sensing and Geographic Information System Examination within a period of three years of his admission to the First Semester of the course, shall be deemed to be unfit for the Course.

8. The amount of Examination fee to be paid by a candidate for each Semester shall be as prescribed by the University from time to time. A candidate, who re-appears in one or more paper(s)/practical(s)/semester(s) shall pay fee as for the whole examination.

9. The medium of instruction and Examination shall be English.

♥10.1 The minimum number of marks required to pass the examination in each Part/Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed;
- (iii) 40% in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject.

♥10.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

11.1 Every candidate shall be required to submit three copies of his/her Project Report on the topic as approved by the teachers of the Department/College in consultation with Chairperson, Department of Geography normally within six months from the end of the Second Semester Examination. However, after the expiry of six months, the extension in date shall be permissible with penalty as laid down in General Rules for examination.

11.2 As a part of Practical Training and Project Report, participation in atleast one educational tour to centers of repute in Remote Sensing and GIS such as IIRS, Survey of India, Wadia Institute of Himalayan Geology and Forest Research Institute, all at Dehradun; NRSA, Hyderabad, SAC, Ahemdabad and ISRO, Banglore shall be mandatory for each student. This tour shall have a duration of at least one

♥ Amended vide Executive Council Resolution No.3(2) of 31.10.2013 w.e.f. session 2013-14.

week. All decisions related to the tour shall rest with the Chairperson of the Department/Principal of the College concerned.

11.3 The Project Report shall be evaluated and its viva-voce conducted by the External Examiner appointed by the PG Board of Studies in Geography.

11.4 A candidate who fails to score minimum pass marks in the Project Report shall be required to submit Project Report on a fresh topic to be assigned by the Board of Studies in consultation with the supervisor concerned.

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

13. The result of candidates who have passed both the Semester Examinations shall be classified into divisions, as under, on the basis of aggregate marks obtained in the First and Second Semester Examinations taken together, and the division obtained by the candidate will be stated in his/her Diploma :

- (a) Candidates who pass both the Semester Examinations in the first attempt and within the normal duration of the course i.e., one year, obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.
- (b) Those who obtain 60% or more marks ... First Division.
- (c) Those who obtain 50% or more but less than 60% marks ... Second Division.
- (d) Below 50% marks ... Third Division.

APPENDIX-I***THE SCHEDULE FOR RECEIPT OF UNDER-GRADUATE/
POST-GRADUATE (ANNUAL & SEMESTER) EXAMINATION FORMS
W.E.F. SESSION 2010-11.****ANNUAL SYSTEM**

<i>Session</i>	<i>Examination</i>	<i>Without late fee</i>	<i>With late fee of Rs.500/-</i>	<i>With late fee of Rs.1000/-</i>
Annual	UG (Regular & CC*)	Dec., 11	Dec., 20	Dec., 31
Annual	UG (Private & Ex-students)	Nov., 21	Dec., 10	Dec., 20
Suppl.	UG (Pvt., Ex-student & Regular)	Aug., 16	Aug., 25	Sept., 10
Annual	PG (Regular, Private/ Ex-student & CC*)	Dec., 11	Dec., 31	Jan., 15
Suppl.	PG (Pvt., Regular & Ex-student)	Sept., 30	Oct., 10	Oct., 20

*For students of Distance Education courses the above schedule will be applicable from the session 2011-12.

SEMESTER SYSTEM

<i>Session</i>	<i>Examination</i>	<i>Without late fee</i>	<i>With late fee of Rs.500/-</i>	<i>With late fee of Rs.1000/-</i>
Odd Semesters	UG, PG (Regular, Ex-student & Private)	Sept., 15	Sept., 30	Oct., 15

♦ Amended vide Executive Council Resolution No.3(31) of 14.2.2011, w.e.f. the session 2010-11.

Even Semesters	UG, PG (Regular, Ex-student & Private)	Feb., 15	Feb., 28	March, 10
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- Note :** 1 The Nodal Centre(s) will submit the examination forms within 10 days from the scheduled date(s) with and without late fee, as the case may be. The colleges other than the Nodal Centre will submit the examination forms as per the schedule prescribed for their regular candidates.
2. The cases of the candidate(s) who fail to submit the examination forms as per the above schedule may be considered on merits of each case by the Vice-Chancellor with special fee as may be decided.

KURUKSHETRA UNIVERSITY

(Established by the State Legislature Act XII of 1956)

(“A” Grade, NAAC Accredited)



C A L E N D A R

2014

VOLUME-II (Part-B)

ORDINANCES FOR EXAMINATIONS

(As amended upto 09.02.2014)

KURUKSHETRA
(HARYANA, INDIA)

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***ORDINANCE—MASTER OF ARTS (M.A.) EXAMINATION**
(Semester System)

1. The examination for the Degree of Master of Arts (M.A.) (under Semester System) shall be held in the following subjects and a candidate shall offer any one of them.:

- (1) Ancient Indian History, Culture & Archaeology
- (2) Economics
- (3) Education
- (4) English
- (5) Hindi
- (6) History
- (7) Music (Instrumental/Vocal)
- (8) Panjabi
- (9) Philosophy
- (10) Political Science
- (11) Psychology
- (12) Public Administration
- (13) Sanskrit
- (14) Social Work
- (15) Sociology
- (16) Fine Arts
- (17) Women's Studies
- (18) Defence & Strategic Studies
- (19) Mass Communication

2.1 The duration of the course leading to the award of Master of Arts (M.A.) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e., July to December and January to May/June.

* Approved vide Executive Council Resolution No.13(7) of 12.6.2009, w.e.f. the Session 2008-09.

2.2 Main as well as supplementary examinations for the First and Third Semesters shall be held in the month of December/January and for the Second and Fourth Semesters in May/June.

2.3 The dates of examination fixed under above Clause shall be notified by the Controller of Examinations to all concerned.

3. The last date(s) by which examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Calendar Vol.II.

*4. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto, shall be eligible for admission to the relevant M.A. First Semester Course :-

(a) For Ancient Indian History, Culture & Archaeology :

Bachelor Degree in any discipline with at least 40% marks in aggregate.

*** (b) For Economics :**

Bachelor Degree in any discipline with at least 50% marks in aggregate or with at least 45% marks in the subject of Economics.

(c) For Education :

(i) B.A. (Hons.) in Education.

OR

(ii) Bachelor's Degree in any discipline with at least 50% marks in aggregate or 45% marks in the subject of Education.

*** (d) For English :**

(i) B.A. (Hons.) in English with 45% marks in aggregate.

OR

*Amended vide Executive Council Resolution No. 18(3) of 27.11.2009 w.e.f. session 2009-10.

♦Amended vide Executive Council Resolution No. 4(3) of 8.5.2012 w.e.f. session 2012-13.

▲Amended vide Executive Council Resolution No. 6(13) of 28.3.2012 , w.e.f. the session 2011-12.

- (ii) Bachelor's Degree with at least 50% marks in aggregate or 45% marks in the subject of English.

(e) For Hindi :

- (i) B.A.(Hons.) in Hindi.

OR

- (ii) Bachelor's Degree in any discipline with at least 50% marks in aggregate or 45% marks in the subject of Hindi/Sanskrit (Compulsory/Elective)/Functional Hindi/Prabhakar.

OR

- (iii) Shastri examination (new scheme) of three year duration with 45% marks in aggregate.

(f) For History :

- (i) B.A. (Hons.) in History with 45% marks in aggregate.

OR

- (ii) Bachelor Degree in any discipline with at least 50% marks in aggregate or 45% marks in the subject of History/Public Administration/Sociology/Political Science/Geography.

(g) For Music (Instrumental/Vocal) :

- (i) B.A.(Hons.) in Music with 45% marks in aggregate.

OR

- (ii) Bachelor's Degree with Music as one of the subjects with at least 45% marks in the subject of Music.

OR

- (iii) Bachelor's Degree of minimum 3 years duration with any of the following examinations:

'Sangeet Prabhakar' from Prayag Sangeet Samiti, Allahabad or from Rajasthan Sangeet Sansthan, Jaipur

‘Sangeet Visharad’ from Bhatkhande Sangeet Vidyapith, Lucknow or from Gandharva Mahavidyalaya, Mumbai or from Prachin Kala Kendra, Chandigarh.

(h) For Panjabi :

(i) B.A.(Hons.) in Panjabi

OR

(ii) Bachelor’s Degree in any discipline with at least 45% marks in the aggregate or 45% marks in the subject of Panjabi.

(i) Philosophy :

(i) B.A.(Hons.) in Philosophy.

OR

(ii) Bachelor’s Degree in any discipline with at least 40% marks in aggregate or 40% marks in the subject of Philosophy/Psychology.

(j) For Political Science :

(i) B.A.(Hons.) in Political Science with 45% marks in aggregate.

OR

(ii) B.A. with at least 45% marks in the subject of Political Science/Public Administration/Sociology/History/Economics.

OR

(iii) Bachelor’s Degree in any discipline with at least 50% marks.

(k) For Psychology :

(i) B.A.(Hons.) in Psychology with 45% marks in aggregate;

OR

(ii) Bachelor’s Degree in any discipline with at least 50% marks in aggregate or 45% marks in the subject of Psychology.

(l) For Public Administration :

- (i) Bachelor Degree in any discipline with 50% marks in aggregate.

OR

- (ii) Bachelor Degree with 45% marks in the subject of Public Administration/Political Science/History/Sociology/Economics.

(m) For Sociology :

- (i) B.A.(Hons.) in Sociology with 45% marks in aggregate.

OR

- (ii) Bachelor's Degree in any discipline with at least 50% marks in aggregate or 45% marks in the subject of Sociology/Psychology/Social Work.

(n) For Sanskrit :

B.A. (Hons.) in Sanskrit with at least 45% marks in the aggregate; or B.A. or an examination recognized as equivalent to B.A., with Sanskrit (Elective or Compulsory) with 45% marks in Sanskrit or 50% marks in the aggregate; or Shastri (Vishishta with English) with at least 45% marks (out of the aggregate excluding the additional papers) in Sanskrit.

(o) For Social Work :

Bachelor's Degree in any discipline with 50% marks in aggregate.

(p) For Fine Arts :

B.A. with Art/Commercial Art, Designing & Painting as one of the subjects with at least 50% marks in aggregate or 4-years B.F.A. (Applied Art or Painting or Sculpture or Graphic Art with at least 50% marks in aggregate.

***(q) For Women's Studies :**

Bachelor Degree in any discipline with 50% marks in aggregate.

*Added vide Executive Council Resolution No.5(5) of 9.6.2010, w.e.f. the session 2009-10.

♦(r) For Defence & Strategic Studies :

(i) B.A. with 45% marks in the subject of Military Science.

OR

(ii) Bachelor's degree in any discipline with at least 50% marks.

**** (s) For Mass Communication :**

Bachelor Degree in any discipline with 50% marks in aggregate.

5. A person who has passed M.A. I & II Semester Examinations of Kurukshetra University in the subject concerned, shall be eligible to join III Semester Class of M.A. Course. This is, however, subject to the provision made under Clause 9.3.

6.1 Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails, to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

♦6.2 For all M.A. courses except M.A.(Fine Arts) and M.A (Mass Communication) :

20% marks in each Theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination:-

- | | | |
|--|---|-----|
| (i) One test/Seminar
for each paper | : | 50% |
| (ii) One Class test
(one period duration) | : | 25% |
| (iii) Attendance | : | 25% |

♦Added vide Executive Council Resolution No.3(10) of 14.2.2011, w.e.f. the session 2010-11.

**Added vide Executive Council Resolution No.3(29) of 14.2.2011, w.e.f. the session 2008-09.

♦Amended vide Executive Council Resolution No.3(2) of 31.10.2013 w.e.f. session 2013-14.

Marks for Attendance will be given as under :

- | | |
|-----------------|------------|
| (1) 91% onwards | : 5 Marks |
| (2) 81% to 90% | : 4 Marks |
| (3) 75% to 80% | : 3 Marks |
| (4) 70% to 74% | : 2 Marks* |
| (5) 65% to 69% | : 1 Mark* |

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Chairperson/Principal/ Director.

♦6.3 For M.A. (Fine Arts) and M.A. (Mass Communication)

20% marks in each paper/practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers :

- | | |
|--|-------------|
| (i) One test/Seminar
for each paper | : 50% marks |
| (ii) One Class test
(one period duration) | : 25% marks |
| (iii) Attendance | : 25% marks |

For Practicals :

- | | |
|--|-------------|
| (i) One Seminar/Test/Viva/
Sessional for each practical paper | : 50% marks |
| (ii) One Class test
(one period duration) | : 25% marks |
| (iii) Attendance | : 25% marks |

♦Amended vide Executive Council Resolution No.3(2) of 31.10.2013 w.e.f. session 2013-14.

Marks for Attendance will be given as under :

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Departments/colleges only/authenticated medical grounds duly approved by the concerned Chairperson/ Principal.

♦6.4 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson/ Director/ Principal of the Department/Institute/College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any Semester examination shall be carried forward to the next examination.

6.5 The Chairperson of the Department/Director of the Institute/ Principal of the College concerned shall preserve the record on the basis of which the Sessional/Internal Assessment awards have been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

7.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who :-

- (a) has passed the requisite qualifying examination as laid down in Clause 4, if he/she is a candidate for the First Semester Examination or is covered under Clauses 8 and 9 below;
- (b) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates :
 - (i) of good character;

♦Amended vide Executive Council Resolution No.3(2) of 31.10.2013 w.e.f. session 2013-14.

- ♦(ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, tutorials etc. in each semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of Lectures/Practicals for any paper(s) will be eligible to take examination in the remaining paper(s).

Provided further that in case of field work for the subject of Social work, a student has to attend not less than 30 days during a semester.

7.2 A deficiency in the prescribed course (Lectures/Tutorials) may be condoned by the Chairperson of the University Department/Principal of the College concerned as under :

- (a) Lectures : Up to 15% of delivered in each paper.
- (b) Practical : Up to 5% of total in each paper.
- (c) Tutorials : Up to 15% of total conducted.

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participate in the Inter-university Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

8. A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college, to appear/re-appear in the semester Examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of

♦Amended vide Executive Council Resolution No.3 (27) of 14 2 2011, w.e.f. the session 2010-11.

instruction only twice, at the Supplementary Examinations, as specified in Clause 2.3 above.

9.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

9.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

9.3 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to an M.A. course shall be deemed to be unfit for that M.A. Programme.

The bar shall not apply to a candidate appearing to avail the extra chance in the Fourth Semester Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 8 above.

10. The amount of examination fee to be paid by a candidate for each Semester shall be as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s) for the purpose of passing/improvement of division/result, shall pay fee as for the whole examination.

11. The medium of instruction for Master of Arts Course shall be English except in the case of Sanskrit, where it shall be Sanskrit, English, or Hindi and in the case of Hindi and Panjabi, where it shall be Hindi and Panjabi respectively.

The medium of examination shall be as under :-

- (a) The question-papers shall be set both in Hindi and English except in the case of English, Hindi and Panjabi, where these shall be set in English, Hindi and Panjabi respectively.
- (b) The candidates shall write their answers as under :-

Subject	Medium
(i) English	English
(ii) Hindi	Hindi
(iii) Sanskrit	Sanskrit or Hindi or English
(iv) Panjabi	Panjabi
(v) Other subjects	English or Hindi

Provided that the medium of examination shall be English or Hindi or the language concerned if the facilities in the Department are available.

♦12.1 The minimum number of marks required to pass the examination in each Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed.
- (iii) 40% in the aggregate of Sessionals and examination for each theory and Practical subject.

♦12.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Detailed-Marks-Cards will be issued by the Result Branch.

♦Amended vide Executive Council Resolution No.3(2) of 31.10.2013 w.e.f. session 2013-14.

14. The list of successful candidates of Fourth Semester Examination shall be arranged, as under, on the basis of the aggregate marks obtained in the First, Second, Third and Fourth Semester Examinations taken together, and the division obtained by the candidate will be stated in the Degree :-

- (a) Candidates who pass all the four Semester Examinations at the first attempt and within minimum duration of the course i.e. two years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'.
- (b) 60% or more marks ...First Division.
- (c) 50% or more but less than 60% marks ...Second Division.
- (d) Below 50% marks ...Third Division.

15.1. A candidate who has passed the Master of Arts (M.A.) First and Second Semester Examinations with at least 55% marks in the aggregate may offer dissertation, wherever prescribed in the scheme of examination for the course as an optional paper. The subject of dissertation shall be approved by the Chairperson of the University Department concerned. A candidate shall submit to the Chairperson of the University Department an application for the approval of the topic for the dissertation, alongwith the synopsis within one month of his/her admission to Third Semester Class.

15.2 Every candidate who offers dissertation shall be required to submit two copies of his/her dissertation alongwith a brief abstract of the same giving an account of the investigations/research conducted and its main findings (which will not exceed 500 words). The dissertation shall be examined by one External Examiner only.

15.3 The last date for receipt of Dissertation in the Secrecy Branch shall be 1st April of the fourth Semester. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examinations. If a candidate fails to submit the dissertation even during the extended period he/she will be considered to have absented in the dissertation paper and his/her result shall be declared accordingly.

15.4 A candidate who has submitted a dissertation as a part of his/her examination may withdraw the same before it has been examined but once it is examined and the candidate obtains the minimum pass marks he/she shall not be permitted to withdraw it or submit another dissertation in lieu thereof. The marks obtained by him/her for the dissertation shall be taken into account when he/she appears in any future examination for the purpose of passing therein or for improving the division/result.

16. A candidate who has already passed the Master of Arts Examination from this University, in a subject in which different optional papers are permitted, may appear in one or more other optional papers of that subject, at any subsequent examination when held, without attending a regular course of study. Provided that if there is any corresponding practical work involved, he/she must attend the prescribed number of practicals in the Department/College. The examination fee shall be the same as prescribed by the University from time to time for each paper.

The minimum number of marks required to pass in each paper, shall be as prescribed in clause 12 above.

17.1 A person who has passed the Master of Arts (M.A.) examination of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student in the concerned M.A Examination thrice in one or more theory paper(s) of all the four semesters examinations within a period of five years of his/her passing the M.A. examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance. He/she will then appear in the respective paper(s) of the Semester examination, simultaneously in December/May. If he/she does not improve his/her performance he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

17.2 The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the four semester examinations by taking into account the marks obtained by him/her in the paper(s) in which he/she re-appeared and the marks obtained by

him/her earlier in the remaining paper(s) etc., whichever are higher. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance.

17.3 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma course in Language and Bachelor of Education (B.Ed.) Examinations.

M.Phil. regular students will also be permitted to improve their Master's Degree result, as per rules.

18. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

Transitory provision :

Candidates admitted to the Master of Arts (M.A.) course under Annual System in the academic session 2007-08 or earlier shall be governed by the old rules.

ORDINANCE—MASTER OF ARTS (M.A.) EXAMINATION
(Annual System)

1.1 The duration of the course leading to the Degree of Master of Arts (M.A.) Examination shall be two academic years. There shall be actual teaching for a minimum of 180 days in each academic year excluding admission, preparation and examination days.

1.2 The examination shall be held in two parts, viz., Previous at the end of the course of First Year and Final at the end of the course of Second Year, ordinarily in the month of April on the dates notified by the Controller of Examinations.

1.3 Supplementary Examination will be held in November/December in the same year for candidates who have failed in not more than 50% papers of Annual Examination and for improvement of division/result.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

3. The examination for the degree of Master of Arts shall be held in the following subjects :-

1. Ancient Indian History, Culture & Archaeology
2. Economics
3. Education
4. English
5. Hindi
6. History
7. Music (Instrumental/Vocal)
8. Panjabi
9. Philosophy
10. Political Science
11. Psychology
12. Public Administration
13. Sanskrit
14. Social Work
15. Sociology
16. Fine Arts
17. Environmental Education

18. Women's Studies

19. Defence & Strategic Studies

*Provided that the candidates desirous to appear in the subjects of English, Economics, Hindi, History, Political Science, Public Administration, Punjabi, Sanskrit, including Master of Science Mathematics may appear either as a regular student of the College/ Department or through the Directorate of Distance Education except the candidates appearing in private capacity under Clause 2-A of the Ordinance-Private Candidates.

♦4. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto, shall be eligible for admission to the relevant M.A. (Previous) Course :-

(a) For Ancient Indian History, Culture & Archaeology :

Bachelor Degree in any discipline with at least 40% marks in aggregate.

*** (b) For Economics :**

Bachelor Degree in any discipline with at least 50% marks in aggregate or with at least 45% marks in the subject of Economics.

(c) For Education :

(i) B.A. (Hons.) in Education.

OR

(ii) Bachelor's Degree in any discipline with at least 50% marks in aggregate or 45% marks in the subject of Education.

♥(d) For English :

(i) B.A. (Hons.) in English with 45% marks in aggregate.

* Amended vide Executive Council Resolution No.8(13) of 9.8.2004.

♦ Amended vide Executive Council Resolution No.18(3) of 27.11.2009, w.e.f. the session 2009-10.

* Amended vide Executive Council Resolution No. 4 (3) of 8.5.2012 , w.e.f. the session 2012-13.

♥ Amended vide Executive Council Resolution No.6 (13) of 28.3.2012 , w.e.f. the session 2011-12.

OR

- (ii) Bachelor's Degree with at least 50% marks in aggregate or 45% marks in the subject of English.

(e) For Hindi :

- (i) B.A.(Hons.) in Hindi.

OR

- (ii) Bachelor's Degree in any discipline with at least 50% marks in aggregate or 45% marks in subject of Hindi/Sanskrit (Compulsory/Elective)/Functional Hindi/Prabhakar.

OR

- (iii) Shastri examination (new scheme) of three year duration with 45% marks in aggregate.

(f) For History :

- (i) B.A. (Hons.) in History with 45% marks in aggregate.

OR

- (ii) Bachelor Degree in any discipline with at least 50% marks in aggregate or 45% marks in subject of History/Public Administration/Sociology/Political Science/Geography.

(g) For Music (Instrumental/Vocal) :

- (i) B.A.(Hons.) in Music with 45% marks in aggregate.

OR

- (ii) Bachelor's Degree with Music as one of the subjects with at least 45% marks in subject of Music.

OR

- (iii) Bachelor's Degree of minimum 3 years duration with any of the following examinations :

'Sangeet Prabhakar' from Prayag Sangeet Samiti, Allahabad or from Rajasthan Sangeet Sansthan, Jaipur

'Sangeet Visharad' from Bhatkhande Sangeet Vidyapith, Lucknow or from Gandharva Mahavidyalaya, Mumbai or from Prachin Kala Kendra, Chandigarh.

(h) For Panjabi :

- (i) B.A.(Hons.) in Panjabi.

OR

- (ii) Bachelor's Degree in any discipline with at least 45% marks in the aggregate or 45% marks in the subject of Panjabi.

(i) Philosophy :

- (i) B.A.(Hons.) in Philosophy.

OR

- (ii) Bachelor's Degree in any discipline with at least 40% marks in aggregate or 40% marks in the subject of Philosophy/Psychology.

(j) For Political Science:

- (i) B.A.(Hons.) in Political Science with 45% marks in aggregate.

OR

- (ii) B.A. with at least 45% marks in the subject of Political Science/Public Administration/Sociology/History/ Economics.

OR

- (iii) Bachelor's Degree in any discipline with at least 50% marks.

(k) For Psychology :

- (i) B.A.(Hons.) in Psychology with 45% marks in aggregate;

OR

- (ii) Bachelor's Degree in any discipline with at least 50% marks in aggregate or 45% marks in the subject of Psychology.

(l) For Public Administration :

- (i) Bachelor Degree in any discipline with 50% marks in aggregate.

OR

- (ii) Bachelor Degree with 45% marks in the subject of Public Administration/Political Science/History/Sociology/Economics.

(m) For Sociology :

- (i) B.A.(Hons.) in Sociology with 45% marks in aggregate.

OR

- (ii) Bachelor's Degree in any discipline with at least 50% marks in aggregate or 45% marks in the subject of Sociology/Psychology/Social Work.

(n) For Sanskrit :

B.A. (Hons.) in Sanskrit with at least 45% marks in the aggregate; or B.A. or an examination recognized as equivalent to B.A., with Sanskrit (Elective or Compulsory) with 45% marks in Sanskrit or 50% marks in the aggregate; or Shastri (Vishishta with English) with at least 45% marks (out of the aggregate excluding the additional papers) in Sanskrit.

(o) For Social Work :

Bachelor's Degree in any discipline with 50% marks in aggregate.

(p) For Fine Arts :

B.A. with Art/Commercial Art, Designing & Painting as one of the subjects with at least 50% marks in aggregate or 4-years B.F.A. (Applied Art or Painting or Sculpture or Graphic Art with at least 50% marks in aggregate.

***(q) For Environmental Education :**

Graduation in any discipline.

**** (r) For Women's Studies :**

Bachelor's degree in any discipline with 50% marks in aggregate.

♥ (s) For Defence & Strategic Studies :

- (i) B.A. with 45% marks in the subject of Military Science.

OR

- (ii) Bachelor's degree in any discipline with at least 50% marks

* Added vide Executive Council Resolution No.18(24) of 27.11.2009, w.e.f. the session 2009-10.

** Added vide Executive Council Resolution No.5(5) of 9.6.2010, w.e.f. the session 2009-10.

♥ Added vide Executive Council Resolution No.3(10) of 14.2.2011, w.e.f. the session 2010-11.

5. A person who has passed M.A.(Previous)/M.A.(I&II Semesters) Examination of the Kurukshetra University in the subject concerned, shall be eligible to join the Final year class of the M.A. Course. This is, however, subject to provisions made under Clause 8.3.

♥Provided that a person who has passed P.G. Diploma in Environmental Education from Kurukshetra University or any other recognised University shall be eligible to join M.A. Part-II Environmental Education under Lateral Entry Scheme.

6. The examination in Previous/Final shall be open to a student who :-

- (a) has passed not less than one academic year previously the requisite qualifying examination as laid down in Clause 4 or 5 as the case may be, or is covered under Clause 8.1; provided that in case of the candidates who have cleared their compartment subject of the qualifying examination in Supplementary Examination and are appearing through Directorate of Distance Education, the condition of passing the requisite qualifying examination is not less than one academic year, will not apply.
- (b) has his name submitted to the Controller of Examinations by the Chairperson of the University Department/Principal of the recognised College he has most recently attended/Director, Distance Education, if he is registered with the Directorate of Distance Education and produces the following certificates signed by the Chairperson/Principal of the recognised College/ Director, Distance Education, as the case may be :
 - (i) of having remained on the rolls of a University Department/recognised College for the Academic year preceding the examination;
 - * (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical

♥Amended vide Executive Council Resolution No.3(4) of 14.2.2011, w.e.f. the session 2010-11.

*Amended vide Executive Council Resolution No.3(27) of 14.2.2011, w.e.f. the session 2010-11.

and tutorial separately (the course to be counted up to the day before the commencement of the examination);

Provided that in case of Field Work for the subject of Social Work, a student has attended not less than 50 days during an Academic Year.

7. The M.A. examination shall also be open to a person permitted under the Ordinance relating to Private Candidates if he satisfies the requirements of Clause 4, but the condition of having obtained the minimum percentage of marks in the qualifying examination shall not apply.

8.1 A student who has completed the prescribed course of instruction in a recognised College/University Department for Previous/Final Examination but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Principal of the College/Chairperson of the University Department concerned, to appear/re-appear in the examination/paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice within the period of four years of his admission to the course. This is, however, subject to the provisions made under Clause 8.3 below. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s) and/or Practical(s) in which he has obtained at least 40% marks. Provided that a candidate shall be allowed to proceed from M.A.(Previous) to M.A.(Final) Class if he has got exemption in at least 50% papers (e.g. 2 out of 4 papers and so on) of M.A.(Previous). Subject to the number of chances as provided in Clause 8, such a candidate shall be allowed to appear in the remaining paper(s) of M.A. (Previous) alongwith the M.A.(Final) Examination. Provided further that if such a candidate fails to pass the M.A.(Previous) Examination, his result for M.A.(Final) Examination shall be declared provisionally.

8.2 Subject to Clause 8.3 below, a candidate who has availed/exhausted all the chances in terms of Clause 8.1 above and still has re-appear in one or more paper(s) of Previous or Final Examination, may be allowed one extra chance to clear re-appear paper(s)/Part(s) throughout the duration of the course. The candidate who has availed this chance in any of the parts, i.e., Previous or Final shall not be allowed any extra chance again for any of the remaining Parts, for any reason, whatsoever.

8.3 A candidate who fails to pass M.A. Examination within a period of four years of his admission to the course shall be required to pursue the course *ab initio* if he/she desires to pass the course after the time-limit.

♥However, this limit shall be three years in the case of candidates who join M.A. Part-II under Lateral Entry Scheme.

The bar shall not apply to a candidate appearing to avail the extra chance in the Final Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 8.1 above.

9. A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Principal of the College/Chairperson of the University Department concerned as under :—

- | | | |
|--------------------------|---|--|
| (a) Lectures | : | Up to 15% of the lectures delivered in each paper. |
| (b) Practicals | : | Up to 5% in each paper. |
| (c) Tutorial Assignments | : | Up to 15%. |

These shall also include loss of attendance due to participation in cultural and sports assignments etc. Provided that a student who participate in the Inter-University Tournaments/Youth Festivals shall be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director of Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

10. A candidate shall submit his admission application on the prescribed form with the required certificate duly countersigned by :

- | | |
|---|---|
| (i) Chairperson of the University Department/Principal of the College the candidate has most recently attended. | In case of a student of a University Department/recognised College. |
| (ii) Chairperson of the University Department/Principal of the College last attended. | In case of ex-students. |

♥Amended/added vide Executive Council Resolution No.3(4) of 14.2.2011, w.e.f. the session 2010-11.

- (iii) Head of Department/Institution concerned. In case of candidates appearing in the capacity of employees.
- (iv) In case of other Private Candidates, by any of the followings :-
- (a) Head of a recognised Senior Secondary School in Haryana;
 - OR
 - (b) Principal of a College, recognised by the Kurukshetra University or by the Maharshi Dayanand University, Rohtak;
 - OR
 - (c) Chairperson/Head of a University Teaching Department of any University in the State of Haryana;
 - OR
 - (d) Sub-Divisional or District Education Officer;
 - OR
 - (e) The Commanding Officer of his Unit in the case of a Military Personnel;
 - OR
 - (f) Head of University Library and a Central State Library in Haryana in the case of whole-time Library staff;
 - OR
 - (g) An officer of the University not below the rank of Assistant Registrar in case of University employees;
 - OR
 - (h) A member of the Court of Executive Council or Academic Council of this University;
 - OR
 - (i) Such other persons as may be authorised by the Academic Council for the purpose.

11. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the Syllabus prescribed by the University for regular students appearing for that examination.

12. The amount of admission fee to be paid by a candidate shall be the same as prescribed by the Controller of Examination from time to time.

A candidate who re-appears in one or more paper(s)/practical(s) for the purpose of passing/improvement of division/result shall pay fee as for the whole examination.

13. The medium of instruction for Master of Arts Course shall be English except in the case of Sanskrit, where it shall be Sanskrit, English or Hindi and in the case of Hindi and Panjabi, where it shall be Hindi and Panjabi respectively.

The medium of examination shall be as under :-

- | | | |
|-------|---|------------------------------|
| (a) | The question-papers shall be set both in Hindi and English except in the case of English, Hindi and Panjabi, where these shall be set in English, Hindi and Panjabi respectively. | |
| (b) | The candidates shall write their answers as under : | |
| (i) | English | English |
| (ii) | Hindi | Hindi |
| (iii) | Sanskrit | English or Hindi or Sanskrit |
| (iv) | Panjabi | Panjabi |
| ♦(v) | Environmental Education | English or Hindi or Panjabi |
| (vi) | Other subjects | English or Hindi. |

Provided that the medium of examination shall be English or Hindi or the language concerned if the facilities in the Department are available.

♥14.1 The minimum number of marks required to pass the examination in each Part/Semester shall be as under:

- (i) 40% in each theory paper;

♦ Added vide Executive Council Resolution No.18(24) of 27.11.2009, w.e.f. the session 2009-10.

♥ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed;
- (iii) 40% in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject.

14.2 A candidate who fails in an examination shall be exempted from re-appearing in Paper(s)/Practical(s) in which he may have obtained at least 40% marks.

15.1 A candidate who has passed the M.A.(Previous) Examination with at least 55% marks in the aggregate may offer dissertation wherever prescribed in the scheme of examination for the course as an optional paper. The subject of dissertation shall be approved by the Chairperson of the University Department concerned. A candidate shall submit to the Chairperson of the University Department an application for the approval of the topic for the dissertation, alongwith a synopsis within one month of his admission to Final Class.

15.2 Every candidate who offers dissertation shall be required to submit two copies of his dissertation alongwith a brief abstract of the same giving an account of the investigation/research conducted and its main findings (which will not exceed about 500 words). The dissertation shall be examined by one External Examiner only.

♥15.3 The last date for receipt of the dissertation in the office of the Controller of Examinations shall be 30th June of the final year. However, after expiry of above date the extension in date shall be permissible with penalty as laid down in General Rules for Examinations. If a candidate fails to submit the dissertation even during the extended period, he will considered to have absented in the dissertation paper and his result shall be declared accordingly.

15.4 A candidate who has submitted a dissertation as a part of his examination may withdraw the same before it has been examined but once it is examined and the candidate obtains the minimum pass marks he shall not be permitted to withdraw it or submit another dissertation in

♥Amended vide Executive Council Resolution No.3(7) of 14.2.2011.

lieu thereof. The marks obtained by him for the dissertation shall be taken into account when he appears in any future examination for the purpose of passing therein or for improving the division/result.

16. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

17. The result of candidates who have passed both Parts, shall be classified into divisions as under on the basis of the aggregate marks obtained in Part-I and Part-II Examinations taken together, and the division obtained by the candidate will be stated in his degree :-

- (a) Those who obtain 60 % or more marks First Division.
- (b) Those who obtain 50% or more
but less than 60% marks Second Division.
- (c) All below 50% marks Third Division.
- (d) Candidates who pass both the Parts at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

18. A candidate who has already passed the Master of Arts Examination from this University, in a subject in which different optional papers are permitted, may appear in one or more other optional papers of that subject, at any subsequent annual examination without attending a regular course of study. The examination fee shall be the same as prescribed by the University from time to time for each paper. Provided that if there is any corresponding practical work involved, he must attend the prescribed number of practicals etc. in the Department/College.

A candidate shall, in order to pass, be required to obtain at least 40 % marks in each paper.

19.1 A person who has passed the Master of Arts (M.A.) Examination of this University and is desirous of improving his performance, will be allowed to appear as an ex-student in the M.A. Examination thrice in one or more theory paper(s) of Previous and/or final examination with in a period of five years of his passing the M.A.

Examination. Such a candidate in the first instance shall be required to intimate all the paper(s) in which he would like to improve his performance. He will then appear in the respective paper(s) at the Previous and/or Final simultaneously in April/May and/or in Supplementary Examinations. If he does not improve his performance he shall be eligible to do so in the following year(s) which would be treated as second chance. In case he does not improve his performance even in second chance, he shall be eligible to do in the third chance.

The result of such a candidate shall be declared only if he improves his performance in the aggregate of the whole examination, by taking into account the marks obtained by him in the paper(s) in which he re-appeared and the marks obtained by him earlier in the remaining paper(s) etc. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Academic Session in which he proposes to take the examination for the purpose of improving his performance.

19.2 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma Course in Languages and Bachelor of Education (B.Ed.) Examination.

“M. Phil. regular students will also be permitted to improve their Master's Degree result, as per rules and appear in examination specially scheduled for re-appear and improvement examinations.”

20. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

♥ORDINANCE—MASTER OF ARTS (JOURNALISM & MASS COMMUNICATION) EXAMINATION (*Annual System*)

1.1 The duration of the course leading to the Degree of Master of Arts (Journalism & Mass Communication) shall be two academic years. The instruction shall be imparted by the Department as well as through Directorate of Distance Education.

1.2 The examination shall be held in two parts, viz. Previous at the end of the course of First Year and Final at the end of the course of Second Year ordinarily in the month of May or thereafter on the dates to be notified by the Controller of Examinations.

*1.3 Supplementary Examination will be held in December/January in the same year for the candidates who have failed in not more than 50% papers of the Annual Examination, on the dates to be notified by the Controller of Examinations. Candidates for improvement of division/result will be allowed to take examination at the Annual Examination only.

2. The last date(s) by which the examination form and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Calendar Vol.II.

3.(a) A person who has passed the Bachelor's degree in any discipline from Kurukshetra University or an examination recognized as equivalent thereto with at least 50% marks in the aggregate shall be eligible to join Part-I of the course in the Department. However, the condition of required percentage of marks in the qualifying examination shall not apply in the case of candidates seeking admission through Directorate of Distance Education.

*(b) A person who has passed Post-graduate Diploma in Journalism and Journalism & Mass Communication or Bachelor of Journalism (of one year after graduation) from Kurukshetra University or any other recognized University shall be eligible to join Part-II class of this course in the Directorate of Distance Education.

♥ The nomenclature of the course amended vide Executive Council Resolution No.5(19) of 22.05.2013 w.e.f. session 2011-12.

* Amended vide Executive Council Resolution No.26(3) of 3.12.2007, w.e.f. the session 2006-07.

4. The examination in Part-I/II shall be open to a candidate who :
- (a) has passed the requisite qualifying examination as laid down in Clause 3 above or is covered under Clause 7 below;
 - (b) has remained on the rolls of the Department/Directorate of Distance Education during the academic year preceding the examination;
 - (c) has his name submitted to the Controller of Examinations by the Chairperson of the Department/Director, Distance Education and produces the following certificate signed by him;
 - (i) of good character; (in the case of students of the Department).
 - (ii) of having attended not less than 75% of the full course of lectures in each subject/paper in the Department or having attained the minimum attendance as prescribed in the Prospectus of the Directorate of Distance Education at the Personal Contact Programme unless exempted/condoned from attending the same by the Director, Distance Education wholly or partially for valid reasons.

5. A deficiency in the prescribed course (lectures or practical or tutorials) may be condoned by the Chairperson of the Department, as under, in the case of students of the Department :

- (a) Lectures : Upto 15% of the lectures delivered in each paper.
- (b) Practicals : Upto 5% in each paper.
- (c) Tutorial Assignments : Upto 15% in each paper.

6. In the case of students of Directorate of Distance Education the instruction will be provided through the supply of the printed study material and/or Books published by eminent authors and/or electronic study material, evaluation of response sheets, counselling of students by the teacher/Course Co-ordinator or through any other method as may be deemed necessary for promoting learning by the Directorate from time to time. Students are required to consult the books prescribed/recommended for references in the syllabi as the study material supplied by the Directorate is only to supplement learning and to support the

books referred to in the syllabi. Instruction through study material will further be supplemented by the Personal Contact Programme of short duration as may be decided by the Directorate from time to time. Efforts will be made to cover the deficiency in the supply of instructional material, if any, in the Personal Contact Programme.

7. A student who has completed the prescribed Course of Instruction in the Department/Directorate of Distance Education for M.A. (Journalism & Mass Communication) Part-I & Part-II examination but does not appear in it, or having appeared fails, may be allowed to appear in the examination as an ex-student without attending fresh course of instruction, only twice, subsequent to the Annual examination in which he was due to appear or had appeared and failed. While re-appearing in the examination, the candidate shall be exempted from re-appearing in paper(s) in which he has obtained at least 40% marks. Provided that the candidate of M.A. (Journalism & Mass Communication) Part-I shall be allowed to be promoted to Part-II Class if he has got exemption in at least 50% papers of M.A. (Journalism & Mass Communication) Part-I. Subject to the number of chances as provided in this Clause, such a candidate shall be allowed to appear in the remaining paper(s) of M.A. (Journalism & Mass Communication) Part-I alongwith Part-II examination. Provided further that if such a candidate fails to pass M.A. (Journalism & Mass Communication) Part-I examination, his result for M.A. (Journalism & Mass Communication) Part-II examination shall be declared provisionally.

8. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination or having been eligible, fails to appear in an examination shall unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for students appearing for that examination as regular students. However, the syllabi for the re-appear/failed candidates for the Supplementary Examination shall be the same as was in force in the preceding Annual Examination.

*9.1 The courses of study and the subjects of examination shall be as approved by the Academic Council from time to time. The examination in case of regular students shall consist of :-

(a) Theory;

*Amended vide Executive Council Resolution No.26(3) of 3.12.2007, w.e.f. the session 2006-07.

- (b) Practical; and
- (c) Internal Assessment.

However, in case of the students of Directorate of Distance Education, there shall be no practical and Internal Assessment. Total 100 marks in each written paper shall be taken into consideration while preparing the result.

20 marks shall be reserved for Internal Assessment in each paper in case of regular students which shall be awarded by the teachers concerned based upon :-

Class test (best of three)	:	40% marks
Attendance	:	40% marks
General behaviour & participation	:	20% marks

*9.2 The marks obtained by a candidate in Internal Assessment duly countersigned by the Chairperson of the University Department shall be forwarded to the Examination Branch at least one week before the commencement of the relevant examination.

*9.3 The Internal Assessment awards of a candidate who fails in any examination shall be carried forward to the next examination. Provided that a candidate who has not obtained pass marks in the Internal Assessment for any paper(s) will not be allowed to take the examination in the said paper(s) in the relevant examination unless he/she repeats the course in the paper(s) concerned and obtains the minimum pass marks in the Internal Assessment.

*9.4 The Chairperson of the Department shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University upto three months from the date of declaration of the Final Year examination result.

10. A candidate who fails to pass the whole examination (Part-I & Part-II) within four years of his admission to the course, shall be required to repeat the course *de novo*. However, this time limit in the case of candidates who join Part-II of this course after passing PGDJMC, BJ and BJMC shall be three years.

*Amended vide Executive Council Resolution No.26(3) of 3.12.2007, w.e.f. the session 2006-07.

The candidates who pass the examinations at the first attempt and within normal duration of the course i.e. two years, obtaining 75% or more marks of the aggregate shall be declared to have passed with 'Distinction'.

16. A person who has passed the Master of Arts (Journalism & Mass Communication) Examination of this University and is desirous to improve his performance, will be allowed to appear as an ex-student only thrice in one or more theory Paper(s) of Part-I and/or Part-II examination within a period of five years of his passing M.A. (Journalism & Mass Communication) examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he would like to improve his performance. He will then appear in the respective paper(s) at the Part-I and/or Part-II in May. If he does not improve his performance, he shall be eligible to do so in the following year which will be treated as second chance. In case he does not improve his performance even in his second chance, he shall be eligible to do so in the third chance

The result of such a candidate shall be declared only if he improves his performance in the aggregate of the whole examination, by taking into account the marks obtained by him in the paper(s) in which he re-appears and the marks obtained by him earlier in the remaining paper(s) etc. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card. Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that academic session in which he proposes to take the examination for the purpose of improving his result.

17. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

***ORDINANCE—MASTER OF ARTS (M.A.) IN APPLIED YOGA AND HEALTH/M.A. (MUSIC, YOGA AND HEALTH) EXAMINATION (*Semester System*)**

*1.1 The duration of the course leading to the Degree of Master of Arts (M.A.) in Applied Yoga and Health/M.A.(Music, Yoga and Health) Examination shall be two academic years including two months compulsory Internship in case of M.A.(Music, Yoga and Health). Each year shall be divided into two Semesters i.e., July to December and January to May/June.

*1.2 Main as well as supplementary examinations for the First and Third semesters shall be held in December/January and for the Second and Fourth semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which the Examination Form and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

*3. A person who has passed Bachelor's Degree in any discipline with at least 45% marks in the aggregate from Kurukshetra University or any other examination recognized as equivalent thereto, shall be eligible to seek admission to the First Semester Class of M.A. in Applied Yoga and Health/M.A.(Music, Yoga and Health) Course.

4. Every candidate shall be examined in the subjects as laid down in the scheme of examination and syllabus prescribed by the Academic Council from time to time. A candidate who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

5.1 The courses of study and the subjects of examination shall be as approved by the Academic Council from time to time. The examination shall consist of :

- (a) theory papers;

* Amended vide Executive Council Resolution No.18(22) of 27.11.2009, w.e.f. the session 2008-09.

- (b) practical examinations;
- * (c) Internal assessment, where prescribed;
- * (d) Dissertation in case of M.A. in Applied Yoga and Health; and
- * (e) Two months compulsory Internship in case of M.A. (Music, Yoga and Health).

♦5.2 20% marks in each Theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination:-

- (i) One test/Seminar : 50%
for each paper
- (ii) One Class test : 25%
(one period duration)
- (iii) Attendance : 25%

Marks for Attendance will be given as under:

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Chairperson/Principal/ Director.

5.3 The Chairperson of the Department/Principal of the College concerned shall preserve the record on the basis of which the internal assessment have been prepared, for inspection, if needed by the University, upto three months from the date of declaration of the Semester Examination result.

*5.4 In case of M.A. (Music, Yoga and Health), after the completion of Fourth Semester examination, the students will be required to compulsorily undergo two months Internship in their own Institution or any other centre as approved by the Chairperson, Department of Physical

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

* Amended/added vide Executive Council Resolution No.18(22) of 27.11.2009, w.e.f. the session 2008-09.

Education of the University. At the end of internship the students shall be required to submit a minimum of 10 case history/project report, duly signed by concerned authority. The candidate shall be awarded the degree thereafter.

6. The First/Second/Third/Fourth Semester Examination shall be open to a regular student who :

- (i) has passed the requisite qualifying examination as laid down in Clause 3 above, if he is a candidate for First Semester examination, or has passed the preceding Semester Examination if he is a candidate for the Second/Third/Fourth Semester Examination. This is, however, subject to Clause 8;
- (ii) has been on the rolls of the University Department/ College during one Semester preceding the Examination; and
- (iii) has his name submitted to the Controller of Examinations by the Chairperson of the University Department/Principal of the college concerned and produces the following certificates signed by the Chairperson of the University Department/Principal of the college concerned :-
 - (a) of good character;
 - (b) of having attended not less than 75% of the full course of lectures delivered in each subject and practical in each Semester separately (the course to be counted up to the day before the commencement of the examination);
 - (c) has obtained pass marks in the Internal Assessment of the paper(s) and practical(s) of the relevant Semester for which he is a candidate.

Provided that a candidate who has not attended the requisite percentage of lectures or has not obtained pass marks in the Internal Assessment for any paper(s)/practical(s), will be eligible to take examination in the remaining papers.

7. A deficiency in the prescribed course (Lectures or Practical or Tutorials) may be condoned by the Chairperson of the University Department/Principal of College concerned as under :

- (a) Lectures : Up to 15% delivered in each paper.
- (b) Practicals : Up to 5% in each paper.
- (c) Tutorial Assignments : Up to 15%.

These shall also include loss of attendance due to participation in cultural and sports assignment, etc. provided that a student who participates in the Inter University Tournaments/Youth Festivals shall be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

8.1 A student who has completed the prescribed course of instruction in the University Department/College for any Semester Examination but does not appear in it, or having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the College concerned, to appear/re-appear in the semester examination/paper(s), as the case may be, at the next regular examination for that semester when such examination is held, as an ex-student without attending fresh course of studies only twice. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s)/practical(s) in which he has obtained at least 40% marks including the marks for Internal Assessment.

8.2 A candidate will be allowed to join Third Semester Class only if he clears minimum 50% Theory papers of First and Second Semester examinations taken together. However, such a candidate may pursue his studies for the next higher Semester(s) and appear in the examination(s) for the same alongwith the examination for the lower Semester(s). If a candidate fails to pass in any Semester Examination even in the second chance as mentioned above, he will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered.

*8.3 A candidate must pass all the four Semester Examinations within four years of the admission to the First Semester of the M.A. in Applied Yoga and Health/Music, Yoga and Health course, failing which he will be required to pursue the course *ab initio*, if he/she desires to pass the course after the time limit.

9. The amount of admission fee to be paid by a candidate for each semester shall be as prescribed by the Controller of Examinations from time to time.

A candidate, who re-appears in one or more paper(s)/practical(s) for the purpose of passing/improvement of division/result shall pay examination fee as for the whole examination.

*10. The medium of instruction for M.A in Applied Yoga and Health/Music, Yoga and Health Course shall be English. The medium of examination shall be as under :

- (a) The question-paper shall be set both in English and Hindi.
- (b) The candidates shall write their answers in English or Hindi.

♦11.1 The minimum number of marks required to pass the examination in each Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed.
- (iii) 40% in the aggregate of Sessionals and examination for each theory and Practical subject

♦11.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

*Amended vide Executive Council Resolution No.18(22) of 27.11.2009, w.e.f. the session 2008-09.

♦Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

*12.1 In case of M.A. in Applied Yoga & Health, the topic of Dissertation will be as approved by the Chairperson of the Department/ Principal of the college concerned. The candidate shall be required to submit two copies of his Dissertation. The Dissertation shall be examined by one external examiner only.

12.2 The candidate shall be required to submit Dissertation in the office of the Controller of Examinations, upto 30th April of the final year. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for examination. If a candidate fails to submit the Dissertation even during the extended period, he shall be considered to have absented in the Dissertation paper and his result shall be declared accordingly.

12.3 The marks obtained by the candidate for the Dissertation shall be taken into account when he appears in any future examination under Clause 8.

12.4 There shall be no re-evaluation of the Dissertation. However, if a candidate obtains less than qualifying marks in the Dissertation submitted by him, he may be required to revise the Dissertation on the same topic within three months. The marks obtained by him in Dissertation shall be taken into account in declaring his result.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish a list of candidates who have passed the Semester Examination and issue Detailed-Marks-Cards.

14. The result of candidates who have passed all the four Semester Examinations, shall be classified into divisions, as under, on the basis of the aggregate marks obtained in the four Semesters taken together, and the division obtained by the candidates will be stated in his degree :

- | | |
|--|---------------------|
| (a) Candidates, who pass all the Four Semester Examinations at the first attempt and within normal duration of the course, i.e., two years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'. | |
| (b) 60% or more marks | ... First Division. |

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

- (c) 50% or more but less than
60% marks ... Second Division.
- (d) Below 50% marks. ... Third Division.

*15.1 A person who has passed the M.A. in Applied Yoga and Health/M.A.(Music, Yoga and Health) Examination of this University and is desirous of improving his performance, will be allowed to appear as an ex-student in M.A. in Applied Yoga and Health/M.A. (Music, Yoga and Health) Examination thrice in one or more theory paper(s) of all four Semesters Examination within a period of five years of his passing the M.A. in Applied Yoga and Health/M.A. (Music, Yoga and Health) Examination. Such a candidate in the first instance shall be required to intimate all the paper(s) in which he would like to improve his/her performance. He will then appear in the respective paper(s) in the Semester Examination, simultaneously in December/ May. If he does not improve his performance he shall be eligible to do so in the following year(s) which would be treated as the second chance. In case the candidate does not improve his performance even in second chance, he will be given third chance to improve his performance.

The result of such a candidate shall be declared only if he improves his performance in the aggregate of whole examination by taking into account the marks obtained by him in the paper(s) in which he re-appeared and the marks obtained by him earlier in the remaining paper(s)/practical(s) etc. The fact that the candidate has improved the performance shall be mentioned in the Detail-Marks-Card.

Provided that the candidate will take the examination according to the syllabus in force for the regular students in that academic session in which he purposes to take the examination for the purpose of improving his performance.

15.2 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma course in languages and Bachelor of Education (B.Ed.) Examination.

16. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance inforce at the

* Amended vide Executive Council Resolution No.18(22) of 27.11.2009, w.e.f. the session 2008-09.

time who joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to be debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

***ORDINANCE—MASTER OF COMMERCE (M.Com.) EXAMINATION**
(Semester System) (for regular candidates only)

1.1 The duration of the course leading to the award of Master of Commerce (M.Com.) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in the month of December/January and for the Second and Fourth Semesters in May/June.

1.3 The dates of examination fixed under above Clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which Examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3. A person who has passed with at least 45% marks in the aggregate of the Bachelor of Commerce or Bachelor of Business Administration or Bachelor of Tourism Management or BIM or Bachelor of Arts/Science with Economics and/or Mathematics examinations of Kurukshetra University or any other examination recognized as equivalent thereto, shall be eligible to join this course.

4. A person who has passed M.Com. First and Second Semester Examinations of Kurukshetra University, shall be eligible to join Third Semester Class of M.Com. Course. This is, however, subject to the provisions made under Clause 8.

5.1 Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails, to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

*Approved vide Executive Council Resolution No.13(7) of 12.6.2009, w.e.f. the Session 2008-09.

♦5.2 20% marks in each paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination:-

- (i) One test/Seminar : 50%
for each paper
- (ii) One Class test : 25%
(one period duration)
- (iii) Attendance : 25%

Marks for Attendance will be given as under:

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Chairperson/ Principal/Director.

♦5.3 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson/Director/Principal of the Department/Institute/College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any Semester examination shall be carried forward to the next examination.

♦5.4 The Chairperson of the Department/ Director of the Institute/ Principal of the College concerned shall preserve the record on the basis of which the Sessional/Internal Assessment awards have been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result

6.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who :-

- (a) has passed the requisite qualifying examination as laid down in Clause 3 if he/she is a candidate for the First

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

Semester Examination or is covered under Clauses 7 and 8 below;

- (b) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper and tutorials in each semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of Lectures for any paper(s) will be eligible to take examination in the remaining paper(s).

6.2 A deficiency in the prescribed course (Lectures/Tutorials) may be condoned by the Chairperson of the University Department/Principal of the College concerned as under :

- (a) Lectures : Up to 15% of delivered in each paper.
- (b) Tutorials : Up to 15% of total conducted.

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participates in the Inter-university Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance after condonation on all counts falls below 50%.

7. A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college, to appear/re-appear in the semester examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the Supplementary Examinations.

8.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s) in which he/she has obtained atleast 40% marks.

8.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

8.3 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to M.Com. course shall be deemed to be unfit for the course.

The bar shall not apply to a candidate appearing to avail the additional chance in the Fourth Semester Examination, provided the additional chance is availed next to the last admissible normal chance under Clause 7 above.

9. The amount of examination fee to be paid by a candidate for each Semester shall be as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s) for the purpose of passing/improvement of division/result, shall pay fee as prescribed for the Semester examination.

10. The medium of instruction and Examination shall be English/Hindi.

♦11. The minimum number of marks required to pass the examination in each Semester shall be as under :-

- (i) 40% in each Written paper/Viva-Voce.,

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

examinations by taking into account the marks obtained by him/her in the paper(s) in which he/she re-appeared and the marks obtained by him/her earlier in the remaining paper(s) etc., whichever are higher. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance.

14.3 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma course in Language and Bachelor of Education (B.Ed.) Examinations.

M.Phil. regular students will also be permitted to improve their M.Com. result, as per rules.

15. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

Transitory provision :

Candidates admitted to the Master of Commerce (M.Com.) course under Annual System in the academic session 2007-08 or earlier shall be governed by the old rules.

ORDINANCE—MASTER OF COMMERCE (M.Com.) EXAMINATION
(Annual System)

1.1 The duration of the course leading to the Degree of Master of Commerce (M.Com.) Examination shall be two academic years. There shall be actual teaching for a minimum of 180 days in each academic year excluding admission, preparation and examination days.

1.2 The examination shall be held in two Parts, viz., (i) Previous at the end of the course of First Year and (ii) Final at the end of the course of Second Year, ordinarily in the month of April/May on the dates notified by the Controller of Examinations.

1.3 Supplementary Examination will be held in December/January in the same year for candidates who have failed in not more than 50% papers of Annual Examination and for improvement of division/result.

2. The last date(s) by which the admission examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Calendar Volume-II.

♦3. A person who has passed with at least 45% marks in the aggregate of the Bachelor of Commerce or Bachelor of Business Administration or Bachelor Tourism Management or Bachelor of Information Management or Bachelor of Arts/Science with Economics and/or Mathematics examinations of Kurukshetra University or any other examination recognised as equivalent thereto, shall be eligible to join this course.

Provided that the required percentage of 45% marks shall not be applicable in the case of candidates seeking admission through Directorate of Distance Education.

4. A person who has passed M.Com.(Previous) examination of this University shall be eligible to join the Final Year Class of the M.Com. Course. This is, however, subject to provisions made under Clause 6 below.

♦ Amended vide Executive Council Resolution No.33(26) of 4.5.2005, w.e.f. the session 2005-06

5.1 The Examination in Previous/Final shall be open to a student who :-

- (a) has passed, not less than one academic year previously the requisite qualifying examination as laid down in Clause 3 or 4 as the case may be, or is covered under Clause 6 below.
- (b) has his name submitted to the Controller of Examinations by the Chairperson of the University Department of Commerce or the Principal of the recognised College, he has most recently attended and produces the following certificates signed by the Chairperson of the University Department of Commerce or Principal of the College :-
 - (i) of having remained on the rolls of the University Department of Commerce or in the recognised College for the academic year preceding the examination;
 - * (ii) of having attended not less than 75% of the full course of lectures delivered in each paper and tutorial separately (the course to be counted upto the day before the commencement of the examination.)

5.2 A deficiency in the prescribed course (Lectures or Tutorials) may be condoned by the Chairperson of the Department of Commerce/ Principal of the recognised College, as under :-

- (a) Lectures : Up to 15% of the lectures delivered in each paper;
- (b) Tutorial Assignments : Up to 15% of the total periods held.

These shall also include loss of attendance due to participation in Cultural and Sports Assignments etc. Provided that students who participate in the Inter-University Tournaments/Youth Festivals shall be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

* Amended vide Executive Council Resolution No.3(27) of 14.2.2011, w.e.f. the Session 2010-11.

6.1 A student who has completed the prescribed course of instruction in the University Department or recognised college for Previous/Final Examination but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the University Department of Commerce/ Principal of the College, to appear/re-appear in the examination/paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice subsequent to the Examination in which he was due to appear. This is, however, subject to the provisions made under Clause 6.3 below. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s) in which he has obtained at least 40% marks. Provided that a candidate shall be allowed to be promoted from M.Com. (Previous) to M.Com. (Final) Class if he has got exemption in at least 50% papers (e.g. 3 out of 6 papers including viva-voce) of M.Com. (Previous). Subject to the number of chances as provided in Clause 6, such a candidate shall be allowed to appear in the remaining paper(s) of M.Com. (Previous) alongwith the M.Com. (Final) Examination. Provided further that if such a candidate fails to pass the M.Com. (Previous) Examination, his result for M.Com. (Final) Examination shall be declared provisionally.

6.2 Subject to Clause 6.3 below, a candidate who has availed/ exhausted all the chances in terms of Clause 6.1 above and still has re-appear in one or more paper(s) of Previous or Final Examination, may be allowed one extra chance to clear re-appear paper(s)/Part(s) throughout the duration of the course. The candidate who has availed this chance in any of the Parts, i.e., Previous or Final shall not be allowed any extra chance again for any of the remaining Parts, for any reason, whatsoever.

6.3 A candidate who fails to pass the M.Com. Examination within a period of four years of his admission to the course shall be deemed to be unfit for the course.

The bar shall not apply to a candidate appearing to avail the extra chance in the Final Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 6.1.

7. Every candidate shall be examined according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time.

8. A candidate shall submit his Examination Form complete in all respects and with the required certificates duly countersigned by the

Chairperson of the University Department of Commerce/Principal of the College Concerned.

9. The amount of Examination fee for each part shall be the same as prescribed by the Controller of Examinations from time to time.

A candidate who re-appears in one or more paper(s) for the purpose of passing/improvement of division/result shall pay fee as for the whole examination.

10. The medium of instruction shall be English. But for examination it shall be English or Hindi.

♦11.1 The minimum number of marks required to pass the examination in each Part/Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed;
- (iii) 40% in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject.

11.2 A candidate who fails in an examination shall be exempted from re-appearing in Paper(s) in which he may have obtained at least 40% marks.

12.1 A candidate who has passed Part-I Examination obtaining at least 55% marks in the aggregate may offer Dissertation. The subject of Dissertation shall be as approved by the Chairperson of the University Department of Commerce. A candidate shall submit to the Chairperson of the Department of Commerce an application for the approval of the topic for the Dissertation, alongwith the synopsis within one month of the admission to the Final Year.

12.2 Every candidate who offers Dissertation shall be required to submit two copies of the Dissertation alongwith a brief abstract of the same giving an account of the investigations/Research conducted and its main findings (which will not exceed 500 words). The dissertation shall be examined by one External Examiner only.

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

12.3 The last date for receipt of dissertation in the office of the Controller of Examinations shall be 1st April of the final year. However, after expiry of above date the extension in date shall be permissible with penalty as laid down in the General Rules for Examinations.

If a candidate fails to submit the dissertation even during the extended period he will be considered to have absented in the dissertation paper and his result shall be declared accordingly.

12.4 A candidate who has submitted a dissertation as a part of his examination may withdraw the same before it has been examined but once it is examined and the candidate obtains the minimum pass marks, he shall not be permitted to withdraw it or submit another dissertation in lieu thereof. The marks obtained by him for the dissertation shall be taken into account when he appears in any future examination for the purpose of passing therein or for improving the division/result.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

14. The result of candidates who have passed both Parts shall be classified into divisions, as under on the basis of the aggregate marks obtained in Part-I and Part-II Examinations, taken together, and division obtained by the candidate will be stated in his degree :-

- (a) Those who obtain 60 % or more marks ... First Division.
- (b) Those who obtain 50% or more but less than 60% marks ... Second Division.
- (c) Those who obtain 40% and above but below 50% ... Third Division.
- (d) Candidates who pass both Parts at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

15. A candidate who has already passed the Master of Commerce Examination from this University, may appear in one or more additional papers in which he has not already passed at any subsequent

Examination, when held, without attending a regular course of study. The examination fee shall be the same as prescribed by the Controller of Examinations for each paper from time to time.

A candidate shall, in order to pass, be required to obtain at least 40 % marks in each paper.

16.1 A person who has passed the Master of Commerce (M.Com.) Examination of this University and is desirous of improving his performance, will be allowed to appear as an ex-student in the M.Com. Examination thrice in one or more theory paper(s) of Previous and/or Final examination within a period of five years of his passing the M.Com. Examination. Such a candidate in the first instance shall be required to intimate all the paper(s) in which he would like to improve his performance. He will then appear in the respective paper(s) at the previous and/or final simultaneously in April/May and/or in Supplementary Examinations. If he does not improve his performance he shall be eligible to do so in the following year(s) which would be treated as second chance. In case he does not improve his performance even in second chance, he shall be eligible to do in the third chance.

The result of such a candidate shall be declared only if he improves his performance in the aggregate of the whole examination by taking into account the marks obtained by him in the paper(s) in which he re-appeared and the marks obtained by him earlier in the remaining paper(s) etc., whichever are higher. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Academic Session in which he proposes to take the examination for the purpose of improving his result.

16.2 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma Course in Language and Bachelor of Education (B.Ed.) Examinations.

M.Phil. regular students will also be permitted to improve their M.Com. result, as per rules.

17. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination

held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

**ORDINANCE—MASTER OF COMPUTER APPLICATIONS (M.C.A.)
(3-YEAR COURSE) EXAMINATION (*Semester System*)**

1. The duration of the course leading to the degree of Master of Computer Applications (M.C.A.) shall be three academic years. Each year shall be divided into two Semester i.e. July to November/December and January to April/May. There shall be actual teaching for a minimum of 90 days in each Semester excluding admission, preparation and examination days. The examination for First, Third and Fifth Semesters shall ordinarily be held in the month of December/January and for the Second, Fourth and Sixth Semesters in the month of May/June, on such dates as may be fixed by the Vice-Chancellor.

Supplementary examinations will be held for Re-appear candidates as under :

Semester	When held
(a) First Semester	Alongwith the Third Semester
(b) Second Semester	Alongwith the Fourth Semester
(c) Third & Fifth Semester	Alongwith or after the Fourth Semester
(d) Fourth & Sixth Semester	Alongwith or after the Third Semester

The dates of examinations fixed under the clause shall be notified by the Controller of Examinations to the Chairperson, Department of Computer Science & Applications/Principal of College/Institute Concerned.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

♦3. A person who has passed one of the following examinations of this University or an examination recognized as equivalent thereto, shall be eligible to join the First Semester of the Course :-

- (i) Bachelor's Degree with 50% marks (45% marks for SC/ST) of minimum 3-year duration in any discipline with Mathematics at 10+2 level

♦ Amended vide Executive Council Resolution No.5(16) of 22.05.2013.

OR

- (ii) Bachelor's Degree with 50% marks (45% marks for SC/ST) of minimum 3-year duration in any discipline with Mathematics as one of the subjects;

OR

- (iii) Bachelor of Computer Applications (BCA) Degree with 50% marks (45% marks for SC/ST) of minimum 3-year duration from a recognized University.

Note: Candidates having passed Mathematics/Statistics in one semester/in one year (as the case may be) shall be considered eligible for MCA.

4. The First and subsequent Semester Examinations shall be open to a regular student who :-

- (i) has passed the requisite qualifying examination as laid down in Clause 3, if he is a candidate for the First Semester Examination, or, has passed the preceding Semester Examination if he is a candidate for the Second/Third/Fourth/Fifth/Sixth Semester Examination. This is, however, subject to Clause 6 below.
- (ii) has his name submitted to the Controller of Examinations by the Chairperson, Department of Computer Science & Applications/Principal of the College Concerned and produces the following certificates signed by the Chairperson, Department of Computer Science & Applications/Principal of the recognised College :-
 - (a) of good character;
 - (b) of having remained on the rolls of the Department of Computer Science & Applications/recognised College for the Semester preceding the examinations;
 - (c) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, Seminar, Case Discussion, Trip to Computer Centres and other Organisations etc. (the course to be counted up to the day before the commencement of the examination);

- (d) of having obtained pass marks in the Sessional Work of the paper(s) for which he is a candidate.

Provided that a candidate who has not attended the requisite percentage of lectures or has not obtained pass marks in the Sessional Work for any paper(s) will be eligible to take examination in the remaining papers.

5. A deficiency in the prescribed course (lectures or practicals, etc.) may be condoned by the Chairperson, Department of Computer Science & Applications/Principal of recognised College as under :-

- (a) Lectures : Up to 10% of the lectures delivered in each paper;
- (b) Practicals : Up to 5% in each paper;
- (c) Seminars, Case Discussion, : Up to 10% each.

Visit to Computer Centres

These shall also include loss of attendances due to participation in Cultural and Sports Assignments, etc. Provided that students who participate in the Inter-University Tournaments/Youth Festivals shall be allowed additional condonation on this ground of upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

6.1 A person who has passed the Semester I or II or III or IV or V, shall be eligible to join the Semester II, III, IV, V or VI respectively of the course. This is, however, subject to Clauses 6.2, 6.4 and 6.5 below.

6.2 A candidate who has failed in one or more paper(s) of I and II Semesters or III and IV Semesters, shall be promoted provisionally to the III and V Semesters, as the case may be, only if he has earned exemption in the papers as mentioned below :

From Semesters I & II to Semester III	If he has earned exemption in at least 50% papers (theory and practicals taken together) of Semesters I and II.
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From Semesters III and IV to Semester V	If he has passed all the papers of Semesters I and II and has earned exemption in at least 50% papers of Semesters III and IV.
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6.3 A candidate who has failed in one or more paper(s) or fails to appear in a Semester Examination or having been eligible fails to appear therein, shall be allowed two additional chances only, on the recommendation of the Chairperson the Department of Computer Science & Applications/Principal of recognised College, to pass the Semester Examination subject to Clause 6.4 below. Such a candidate may be exempted from re-appearing in the papers/practicals/sessionals in which he may have obtained at least 40% marks.

6.4 A candidate for the Master of Computer Applications (MCA) Degree must pass the whole course (all the six Semesters) within a period of five years of his admission to the First Semester class, failing which he will be deemed to be unfit for the course and shall not be allowed to appear in the same either by attending classes afresh as a regular student or as an ex-student.

6.5 The Vice-Chancellor may, in very exceptional cases and where he is satisfied that there are unavoidable circumstances, e.g. serious illness, serious calamity like death of father or mother etc., allow a candidate, who having been eligible, failed to appear in the First/Third/Fifth Semester Examination, to study for the Second/Fourth/Sixth Semester Examination, as the case may be, provided that an intimation to this effect, accompanied by a documentary proof thereof, is received in the office of the Controller of Examinations through the Chairperson, Department of Computer Science & Applications/Principal of recognised College in the case of regular students, within ten days of the expiry of the examination.

7. Every candidate shall be examined in the subjects as laid down in the syllabus prescribed by the Academic Council from time to time.

8.1 The marks of the Sessional Work of a candidate who fails in any Semester Examination shall be carried forward to the next examination provided that a candidate who has not obtained the pass marks in the Sessional Work for any paper(s) will not be eligible to take the examination in the paper(s) concerned unless he obtains the minimum pass marks for Sessional Work pertaining to the paper(s).

8.2 The Chairperson of the Department/Principal of the recognised College shall forward the Sessional Work award to the Controller of the Examinations at least two weeks before the commencement of Semester Examination.

9. The Practical Examination, including the Viva-Voce, shall be conducted jointly by an External and an Internal Examiners in two sittings of four hours each. In case of disagreement in the awards by the two Examiners, the average of the two awards shall be taken as the final award.

10. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the Controller of Examinations from time to time.

A candidate who re-appears in one or more paper(s) shall pay fee as for the whole Semester Examination.

11. The medium of instruction and examination shall be English.

♦12. The minimum number of marks required to pass the examination in each Part/ Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed;
- (iii) 40% in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject.

A candidate who fails in a Semester Examination shall be exempted from re-appearing in Paper(s) in which he may have obtained at least 40% marks

13. (a) The subject of the Project Work will be as approved by the Chairperson, Department of Computer Science & Applications/Principal of recognised College.

(b) The candidate shall be required to prosecute his/her Project Work at the University Computer Centre or any other place approved by the Chairperson, Department of

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

Computer Science & Applications/Principal of recognised College after the Fifth Semester Examination upto 20th May of the year concerned under the supervision of a person appointed by the Chairperson, Department of Computer Science & Applications/Principal of recognised College for this purpose.

- (c) The candidate shall be required to submit two copies of the report of the Project Work alongwith the following :–
 - (i) A certificate from the Supervisor that the Project Work has been completed and that it was done by the candidate himself/herself.
 - (ii) A certificate from the Chairperson, Department of Computer Science & Applications/Principal of the recognised College to the effect that the candidate has actually worked in the Computer Centre or any other approved place of work to the satisfaction of the Chairperson/Principal for not less than one full academic Semester.
- (d) The last date for receipt of the Project Work in the office of the Controller of Examinations shall be 25th May of the year concerned. However, in exceptional cases, the Vice-Chancellor shall have the power to extend the last date on the recommendations of the Chairperson, Department of Computer Science & Applications/Principal of recognised College.
- (e) The report of the Project Work shall be evaluated jointly by the External and Internal Examiners. Normally, the same External and Internal Examiners shall also hold the Viva-Voce examination. If the examiners for the Project Work and/or Viva-Voce are unable to agree and the difference in the award is upto 10% of the maximum marks, the average of the two shall be taken up as final award. If the unresolved difference between the External and Internal Examiners is more than 10% of the maximum marks, the appointment of the third Examiner shall be made by the Vice-Chancellor on the recommendations of the Chairperson, Department of Computer Science & Applications, whose award shall be treated as final.

- (f) The marks obtained by the candidate for the Project Work and Viva-Voce shall be taken into account when he appears in any future examination under Clause 6.
- (g) Project Report in the Sixth Semester shall carry 500 marks in the following manner :
 - (i) Dissertation 400 marks.
 - (ii) Viva-Voce 50 marks.
 - (iii) Internal Assessment 50 marks.

14. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

15. The result of candidates who have passed the six Semester Examinations shall be classified into divisions, as under on the basis of the aggregate marks obtained in First to Sixth Semester Examinations, taken together, and the division obtained by the candidate will be stated in his Degree :

- (a) Those who obtain 60 % or more marks ... First Division.
- (b) Those who obtain 50 % or more but less than 60 % marks ... Second Division.
- (c) All below 50 % marks ... Third Division
- (d) Candidates who pass all the six Semester Examinations at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

16. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

**ORDINANCE—MASTER OF COMPUTER APPLICATIONS (MCA)
(3-Year) EXAMINATION (*Annual System*)**

1.1 The duration of the course leading to the degree of Master of Computer Applications shall be of three academic years. This course shall be offered through the Directorate of Distance Education. The examination shall ordinarily be held annually in the month of May/June or thereafter on the dates to be notified by the Controller of Examinations.

1.2 The examination shall be held in three parts, viz. Part-I at the end of first year, Part-II at the end of second year and Part-III at the end of third year.

1.3 Supplementary Examination for the re-appear candidates who have failed in not more than 50% papers in the Annual examinations will be held in December or thereafter in the following session, on the dates to be notified by the Controller of Examinations.

2. The last date(s) by which examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

3. The instruction will be provided through the supply of the printed study material and/or books published by eminent authors and/or electronic study material, evaluation of response sheets, counselling of students by the teachers/course co-ordinator or through any other method as may be deemed necessary for promoting learning by the Directorate from time to time. Students are required to consult the books prescribed/recommended for references in the syllabi as the study material supplied by the Directorate is only to supplement learning and to support the books referred to in the syllabi. Instruction through study material will further be supplemented by the Personal Contact Programme of short duration as may be decided by the Directorate from time to time. Efforts will be made to cover the deficiency in the supply of instructional material, if any, in the Personal Contact Programme.

♦4.(a) A person who has passed Bachelor's Degree examination in any discipline from this University or an examination recognized as equivalent thereto shall be eligible to join Part-I of the course.

♦Amended vide Executive Council Resolution No.18(20) of 27.11.2009, w.e.f. the Session 2009-10.

(b) Candidates who are placed under compartment in their qualifying examination shall not be allowed admission even provisionally. However, such candidates can seek admission after passing the compartment subject in the Supplementary Examination to be held in September/October during the said session with usual late fee.

♦5.(a) A person who has passed M.C.A. Part-I examination of this University shall be eligible to join Part-II class of the course.

* (b) A person who has passed one of the following examinations from this University or any other University/Institute/DOEACC Society recognized by UGC/AICTE/ DEC/Govt. of India/State Government shall be eligible to join M.C.A. Part-II class under Lateral Entry:

(i) M.Sc.Part-I in any area of Computer;

OR

(ii) One year Diploma Course in any area of Computer after graduation

(c) A person who has passed M.C.A. Part-II examination of this University shall be eligible to join Part-III class of the course provided that he/she has passed all the papers of his/her Part-I examination.

* (d) A person who has passed 2-year Master Degree/P.G. Diploma in any area of Computer from this university or any other University/Institute/DOEACC Society recognized by UGC/AICTE/ DEC/Govt. of India/State Governments shall be eligible to join Part-III, of this course under Lateral Entry scheme.

This is however, subject to the provision made under Clause-7.

6. The examination in Part-I/II/III shall be open to a candidate who :

(a) has passed the requisite qualifying examination as laid down in Clause 4 or 5 above or is covered under 7 below;

♦ Amended vide Executive Council Resolution No.18(20) of 27.11.2009, w.e.f. the session 2009-10.

* Amended vide Executive Council Resolution No.5(14) of 22.05.2013 w.e.f. session 2012-13

- (b) has remained on the rolls of Directorate of Distance Education during the academic year preceding the examination;
- (c) has his name submitted to the Controller of Examinations through Director, Distance Education and produces the certificate signed by him of having attained the minimum attendance as prescribed in the Prospectus of the Directorate of Distance Education at the Personal Contact Programmes for Theory and Practical separately unless exempted from attending the same by the Director, Distance Education wholly or partially for valid reasons.

The deficiency in the prescribed attendance at PCP may be condoned by the Director, Distance Education upto the limit for condonation of lectures in PCP as prescribed from time to time.

7.1 A candidate who has failed in one or more papers of Part-I or Part-II shall be promoted provisionally to Part-II and Part-III, as the case may be, if he earned exemption in the papers as mentioned below :

From Part-I to Part-II If he has earned exemption in at least 50% papers, Theory and Practical taken together of Part-I of Kurukshetra University.

From Part-II to Part-III If he has passed Part-I Examination and has earned exemption in at least 50% Papers Theory and Practical taken together of Part-II of Kurukshetra University.

7.2 A candidate who has failed in one or more paper(s) or having been eligible, fails to appear in the examination for good reasons, may be allowed to re-appear as an ex-student without attending fresh course of instruction only twice in the paper(s) at the subsequent examination as specified in Clause 1 above. Such a candidate shall be exempted from re-appearing in paper(s) in which he has obtained at least 40% marks.

^7.3 A candidate who fails to pass the whole examination i.e. Part-I/II/III within six years of his admission in Part-I of the course, four years and three years of his admission in the case of a candidate who joins directly in Part-II or Part-III, as the case may be, of the course under lateral entry, shall be required to repeat the course *de novo*

8. Every candidate shall be examined according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination or having been eligible, fails to appear in an examination, shall unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students of the Directorate of Distance Education appearing for that Examination. However, the syllabi for the re-appear/failed candidates for the supplementary examination shall be the same as was in force in the preceding Annual Examination.

9. The amount of examination fee to be paid by the candidates shall be as prescribed by the University from time to time.

A candidate who re-appears in one or more paper(s) for the purpose of passing the Examination, shall pay examination fee as for the whole examination.

10. The medium of instruction and examination shall be English.

^11. The minimum number of marks required to pass the examination shall be 40% in each Theory Paper, Practical and Project Work separately and 40% marks in aggregate of each examination i.e. Part-I/II/III.

^12. The course is modular in nature. Each successful candidate shall receive the Detailed-Marks-Card on having passed the yearly examination i.e. MCA Part-I/II/III. However, if a candidate after having passed MCA Part-I leaves the programme, will get Post-Graduate Diploma in Computer Applications (PGDCA) and if a candidate after having passed MCA Part-I and Part-II leaves the programme, will get the Degree of M.Sc. Computer Science (Software).

^ Amended vide Executive Council Resolution No.5 (14) of 22.05.2013 w.e.f. session 2012-13

^ Amended/added vide Executive Council Resolution No.18(20) of 27.11.2009, w.e.f. the Session 2009-10.

13.(a) The subject of the Project Work will be as approved by the Course Co-ordinator, Department of Computer Science & Applications, K.U.K.

(b) The candidate shall be required to pursue his Project Work at the University Computer Centre or any other place approved by the Course Co-ordinator, Department of Computer Science & Applications, K.U. Kurukshetra, after the Part-II Examination under the supervision of a person approved by the Course Co-ordinator, Department of Computer Science & Applications for this purpose.

(c) The candidate shall be required to submit two copies of the Project Work alongwith following certificates :-

(i) A certificate duly countersigned by the Supervisor that the Project Work has been completed and that it was done by the candidate himself, for onward transmission to the Controller of Examinations through Course Co-ordinator.

(ii) A certificate duly countersigned by the Supervisor that the candidate has actually worked for not less than six months in the Computer Centre or any other approved place of work, for onward transmission to the Controller of Examinations through the Course Co-ordinator.

(d) The last date for receipt of the Project Work in the office of the Controller of Examinations shall be 31st March during Third Year of the Course.

(e) The candidate shall submit software developed by him/her at the time of viva-voce. The Project shall be evaluated by the external examiner who will also hold the viva-voce examination and award marks.

(f) The marks obtained by the candidate for the Project Work shall be taken into account when he appears in any future examination.

^{*}(g) Provided that the candidates joining the MCA-III course under Lateral Entry Scheme will be required to get the place of the training, name of Supervisor of Project Report approved from the Course Co-ordinator, ordinarily within 15 days from the date of admission to

^{*}Added vide Executive Council Resolution No.18(14) of 30.12.2003, w.e.f. the session 2003-04.

MCA-III of the course or upto 15th January of the session which ever is later. Such candidates will be required to submit their Project Report with the course Co-ordinator in the University by 31st August of the following session.

14. As soon as possible, after termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Card/Certificates.

15. The result of candidates who pass the examination shall be classified into divisions, as under, on the basis of aggregate marks obtained in Part-I, Part-II and Part-III examinations taken together and the division obtained by the candidate will be stated in his degree :

- | | |
|--|------------------------|
| (a) Those who obtain 60% or more marks | First Division. |
| (b) Those who obtain 50% or more but less than 60% marks | Second Division. |
| (c) Those who obtain 40% or more but less than 50% marks | Third Division. |

The candidates who pass the examination in the first attempt and within the normal duration of the course i.e. three years obtaining 75% or more marks in the aggregate, shall be declared to have passed with 'Distinction'.

♦ Provided that in case of the candidates who took admission in MCA Part-II under Lateral Entry scheme, the classification of division will be made on the basis of the percentage of marks obtained by them in their qualifying examination, MCA Part-II and MCA Part-III examinations and equal weightage will be given to each Part. Provided further, in case of the candidates who took admission in MCA Part-III under Lateral Entry scheme, the classification of division will be made on the basis of the percentage of marks obtained by them in their qualifying examination and MCA Part-III examination and equal weightage will be given to each Part.

16. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination

♦ Added vide Executive Council Resolution No.18(20) of 27.11.2009, w.e.f. the Session 2009-10.

held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

ORDINANCE—MASTER OF EDUCATION (M.Ed.) EXAMINATION
(Annual System)

1.1 The duration of the course leading to the Degree of Master of Education (M.Ed.) shall be one academic year. There shall be actual teaching for a minimum of 180 days in each academic year excluding the admission, preparation and examination days. The examination shall ordinarily be held annually in the month of April/May on the dates as notified by the Controller of Examinations.

1.2 Supplementary examination will be held in December/January in the same year for candidates who have failed in not more than 50% papers of Annual Examination and for improvement of division/result.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

3. A person who has passed B.Ed. or B.A. B.Ed. or B.Sc. B.Ed. of Kurukshetra University or an examination recognised as equivalent to B.Ed. with not less than 45% marks in aggregate shall be eligible to join the M.Ed. Course.

4. The examination shall be open to any regular student who –

- (a) satisfies the minimum eligibility conditions, as given in Clause 3 above or is covered under Clause 6 below;
- (b) has remained on the rolls of the University Department/College during one academic year preceding the examination;
- (c) has his name submitted to the Controller of Examinations by the Chairperson of the Department/Principal of the College concerned with the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of lectures delivered in each paper (the course to be counted up to the day before the commencement of the examination).

5. A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the University Department/Principal of the College concerned as under :-

- (a) Lectures : Up to 15% of the lectures delivered in each paper.
- (b) Practical : Up to 5% in each paper.
- (c) Tutorial Assignments : Up to 15%.

These shall also include loss of attendance due to participation in Cultural and Sports Assignments etc. Provided that students who participates in the Inter-University Tournaments/Youth Festivals shall be allowed additional condonation on this ground of up to 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth & Cultural Affairs Department, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

6.1 A candidate who has failed in one or more paper(s), or, having been eligible, fails to appear in the examination, for good reasons, may be allowed, on the recommendation of the Chairperson of the University Department/Principal of the College concerned to appear/re-appear only twice in the paper(s) at the subsequent examinations. Such a candidate shall be exempted from re-appearing in the paper(s) in which he may have obtained at least 40% marks including Internal Assessment.

6.2 A candidate who does not complete the requirements for the award of Degree within a period of three years of his admission to the Course, shall be declared to be unfit for the course.

7. Every candidate shall be examined according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. However, syllabus for the re-appear/failed candidates shall be the same according to which they appeared as regular students.

8. The amount of examination fee to be paid by a candidate shall be such as prescribed by the Controller of Examinations from time to time.

A candidate who re-appears in one or more paper(s) for the purpose of passing/improvement of division/performance shall pay fee as for the whole examination.

9. The medium of instruction shall be English.

The medium of examination shall be as under :

- (a) The question-paper shall be set both in Hindi and English.
- (b) The candidates shall write their answers either in Hindi or English.

10.1 The subject of dissertation of a candidate will be approved by the Chairperson of the Department. The last date for the receipt of application regarding the topic of the dissertation alongwith synopsis, shall be October 30th of the year of admission.

10.2 Every candidate shall be required to submit two copies of his Dissertation alongwith a brief abstract of the same giving an account of the investigation/research conducted and its main findings (which will not exceed 500 words) for approval of the examiner. Every candidate shall be examined in Viva-Voce on his Dissertation.

10.3 The Dissertation shall be evaluated jointly by the External and Internal Examiners. The same External and Internal Examiners shall also hold the Viva-Voce examination. If the examiners for the dissertation and/or Viva-Voce are unable to agree and the difference in the award is upto 10% of the maximum marks, the average of two shall be taken as final award. If the difference between the External and Internal Examiner(s) is more than 10% of the maximum marks, the appointment of third examiner shall be made by the Vice-Chancellor on the recommendations of the Chairperson of the University Department/Principal of the College concerned, and average of the two nearest awards shall be treated as final.

♦The last date for receipt of the dissertation in the office of the Controller of Examinations shall be 30th June of the final year. However, after expiry of above date the extension in date shall be permissible with penalty as laid down in General Rules for Examinations. If the candidate fails to submit the dissertation even during the extended period, he will be considered to have absented in the dissertation paper and his result shall be declared accordingly.

A candidate who has submitted a dissertation, as a part of his examination may withdraw the same before it has been examined but

♦Amended vide Executive Council Resolution No.3(7) of 14.2.2011.

once it is examined and the candidate obtains the minimum pass marks, he shall not be permitted to withdraw it or submit another dissertation in lieu thereof. The marks obtained by him for the dissertation shall be taken into account when he appears in any future examination for the purpose of passing therein, or for improving the division.

♦11. The minimum number of marks required to pass the examination in each Part/ Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed;
- (iii) 40% in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject..

A candidate who fails in an examination shall be exempted from re-appearing in paper(s)/practical(s) in which he may have obtained at least 40% marks.

12. As soon as possible, after the termination of the examination, the Controller of Examinations, shall publish the result of the candidates and issue Detailed-Marks-Cards.

13. The result of candidates who have passed the examination shall be classified into divisions as under and the division obtained by the candidate will be stated in his degree :-

- (a) Those who obtain 60% or more marks ...First Division.
- (b) Those who obtain 50% or more but less than 60 % marks ...Second Division.
- (c) Those who obtain 40% or more but less than 50% marks ...Third Division.
- (d) The candidate who pass the Examination in the first attempt and with minimum duration of the course after obtaining 75% or more marks in the total aggregate shall be declared to have passed with 'Distinction'.

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

14. A candidate who has passed the M.Ed. Examination from this University may appear in one or more additional papers, in which he has not already passed. The examination fee for appearing in each paper shall be the same as notified by the Controller of Examinations from time to time.

A candidate shall, in order to pass in the additional paper(s) be required to obtain at least 40% marks in each paper.

15.1 A person who has passed the Master of Education (M.Ed.) Examination of this University and is desirous of improving his performance, will be allowed to appear as an ex-student in the M.Ed. Examination thrice in one or more theory paper(s) of previous and/or final examination within a period of five years of his passing the M.Ed. Examination. Such a candidate in the first instance shall be required to intimate all the paper(s) in which he would like to improve his performance. He will then appear in the respective paper(s) at the previous and/or final simultaneously in April/May and/or in Supplementary Examinations. If he does not improve his performance he shall be eligible to do so in the following year(s) which would be treated as second chance. In case he does not improve his performance even in second chance, he shall be eligible to do in the third chance.

The result of such a candidate shall be declared only if he improves his performance in the aggregate of the whole examination by taking into account the marks obtained by him in the paper(s) in which he re-appeared and the marks obtained by him earlier in the remaining paper(s) etc. whichever are higher. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate would be allowed to take the examination according to the syllabus in force for the regular students for that examination.

15.2 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for Certificate/Diploma Course in Languages.

“M.Phil. regular students will also be permitted to improve their Master's Degree result, as per rules.”

ORDINANCE—MASTER OF EDUCATION (M.Ed.) (SPECIAL EDUCATION) EXAMINATION (Annual System)

1.1 The duration of the course leading to the Degree of Master of Education (M.Ed.) (Special Education) shall be one academic year. There shall be actual teaching for a minimum of 180 days in each academic year excluding the admission, preparation and examination days. The examination shall ordinarily be held annually in the month of April/May on such dates as notified by the Controller of Examinations.

1.2 Supplementary examination will be held in December/January in the same year for candidates who have failed in not more than 50% papers of Annual Examination and for improvement of division/result.

2. The last date(s) by which the examination form and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

*3. A person who has passed the following examinations with at least 45% marks or an examination recognised as equivalent thereto, shall be eligible to join M.Ed. (Special Education) Course :-

(i) B.Ed. Special Education (Visually Impairment) course with 45% marks in the aggregate from any of the recognized institution of RCI.

OR

(ii) B.Ed. general candidates with 45% marks in the aggregate with Diploma in Special Education (Visually Impairment)/D.Ed. Special Education (Visually Impairment) from recognized institutions of RCI.

4. The examination shall be open to any regular student who :-

(a) satisfies the minimum eligibility conditions, as given in Clause 3 above or is covered under Clause 6 below;

(b) has remained on the rolls of the University Department during one academic year preceding the examination;

* Amended vide Executive Council Resolution No.4(9) of 8.5.2012 w.e.f. the session 2010-11.

- (c) has his name submitted to the Controller of Examinations by the Chairperson of the University Department with the following Certificates :
- (i) of good character;
 - (ii) of having attended not less than 75% of lectures delivered in each paper, practical and tutorial separately (the course to be counted up to the day before the commencement of the examination).

5. A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the University Department concerned as under :-

- (a) Lectures : Up to 15% of the lectures delivered in each paper;
- (b) Practical : Up to 5% in each paper;
- (c) Tutorial Assignments : Up to 15%.

These shall also include loss of attendance due to participation in Cultural and Sports Assignments etc. Provided that students who participates in the Inter-University Tournaments/Youth Festivals shall be allowed additional condonation on this ground of up to 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth & Cultural Affairs Department, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

6.1 A candidate who has failed in one or more paper(s), or, having been eligible, fails to appear in the examination, for good reasons, may be allowed, on the recommendation of the Chairperson of the University Department concerned to appear/re-appear only twice in the paper(s) at the subsequent Examinations. Such a candidate shall be exempted from re-appearing in the paper(s) in which he may have obtained at least 40% marks.

6.2 A candidate who does not complete the requirements for the award of degree within a period of three years of his admission to the course, shall be declared to be unfit for the M.Ed. (Special Education) Course at this University.

7. Every candidate shall be examined according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. However, Syllabus for the re-appear/failed candidates for the Supplementary Examination shall be the same according to which they appeared as regular students.

8. The amount of examination fee to be paid by a candidate for each Examination shall be such as prescribed by the Controller of Examinations from time to time.

A candidate who re-appears in one or more paper(s)/practical(s) for the purpose of passing/improvement of division/result shall pay fee as for the whole examination.

9. The medium of instruction for Master of Education (Special Education) Course shall be English.

The medium of examination shall be as under :

- (a) The question-papers shall be set both in Hindi and English.
- (b) The candidates shall write their answers either in English or Hindi.

♦10.1 The minimum number of marks required to pass the examination in each Part/ Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed;
- (iii) 40% in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject.

10.2 A candidate who fails in an Examination shall be exempted from re-appearing in paper(s)/practical(s) in which he may have obtained at least 40% marks.

11.1 Dissertation shall be compulsory as prescribed in the Scheme of Examination. The subject of the dissertation shall be approved by the Chairperson of the University Department concerned. A

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

candidate shall submit to the Chairperson of the University Department an application for the approval of the topic for the Dissertation, alongwith a synopsis upto 30th October of the year of admission.

11.2 Every candidate who offers Dissertation shall be required to submit two copies of his Dissertation alongwith a brief abstract of the same giving an account of the investigation/research conducted and its main findings (which will not exceed 500 words) for approval of the Examiners. Every candidate shall be examined in Viva-Voce on his dissertation.

♦11.3 The last date for receipt of the dissertation in the office of the Controller of Examinations shall be 30th June of the final year. However, after expiry of above date the extension in date shall be permissible with penalty as laid down in General Rules for Examinations. If a candidate fails to submit the dissertation even during the extended period, he will considered to have absented in the dissertation paper and his result shall be declared accordingly.

11.4 The dissertation shall be evaluated jointly by the External and Internal Examiners. The same External and Internal Examiners shall also hold the Viva-Voce examination. If the examiners for the dissertation and/or Viva-Voce are unable to agree and the difference in the award is upto 10% of the maximum marks, the average of two shall be taken as final award. If the difference between the External and Internal Examiner(s) is more than 10% of the maximum marks, the appointment of Third Examiner(s) shall be made by the Vice-Chancellor on the recommendation of the Chairperson of the University Department/Principal of the College Concerned, and average of the two nearest awards shall be treated as final.

11.5 A candidate who has submitted a Dissertation as a part of his examination may, withdraw the same before it has been examined but once it is examined and the candidate obtains the minimum pass marks he shall not be permitted to withdraw it or submit another Dissertation in lieu thereof. The marks obtained by him for the Dissertation shall be taken into account when he appears in any future examination for the purpose of passing therein or for improving the division/result.

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

♦Amended vide Executive Council Resolution No.3(7) of 14.2.2011.

13. The result of candidates who have passed the examination shall be classified into divisions as under and the division obtained by the candidate will be stated in his Degree :-

- (a) Those who obtain 60 % or more marksFirst Division.
- (b) Those who obtain 50 % or more
but less than 60 % marksSecond Division.
- (c) Those who obtain 40% or more but
less than 50 % marksThird Division.
- (d) Candidates who pass the examination at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

14.1 A person who has passed the Master of Education (Special Education) Examination of this University and is desirous of improving his performance, will be allowed to appear as an ex-student in the Master of Education (Special Education) thrice in one or more theory paper(s) of previous and/or final examination within a period of five years of his passing the Master of Education (Special Education) Examination. Such a candidate in the first instance shall be required to intimate all the paper(s) in which he would like to improve his performance. He will then appear in the respective paper(s) at the previous and/or final simultaneously in April/May and/or in Supplementary Examinations. If he does not improve his performance he shall be eligible to do so in the following year(s) which would be treated as second chance. In case he does not improve his performance even in second chance, he shall be eligible to do in the third chance.

The result of such a candidate shall be declared only if he improves his performance in the whole examination, by taking into account the marks obtained by him earlier in the remaining paper(s) etc. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate shall take examination according to the Syllabus in force for the regular students for that examination.

14.2 A candidate who re-appear in any examination for improvement shall not be allowed to take any other examination of the

University simultaneously, except for a Certificate/Diploma Course in Languages.

M.Phil. regular students will also be permitted to improve their Master's Degree result, as per rules.

***ORDINANCE—MASTER OF FINE ARTS (M.F.A.) EXAMINATION**
(Semester System)

1.1 The duration of the course leading to the award of Master of Fine Arts (MFA) Degree, shall be two academic years, comprising of four semesters. Each academic year shall be divided into two semesters i.e., July to December and January to May/June.

1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in December/January and for the Second and Fourth Semesters in May/June.

1.3 The dates of examination fixed under above Clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which Examination-forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Cal. Vol.II.

[^]3. A person who has passed four year Bachelor of Fine Art (BFA) (Applied Art or Painting or Graphic Art or Sculpture) from a recognized University or its equivalent examination with 50% marks in aggregate shall be eligible to join the First Semester class of Master of Fine Arts Course. A candidate who is seeking admission in MFA course must have passed that particular subject in BFA. .

4. A person who has passed MFA First Semester, Second Semester or Third Semester examination of this University shall be eligible to join Second Semester, Third Semester or Fourth Semester class respectively of MFA course. This is, however, subject to provisions made under Clause 9 below.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or having been eligible fails to appear in an examination, shall unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

* Approved vide Executive Council Resolution No.18(5) of 27.11.2009, w.e.f. the Session 2008-09.

[^] Amended vide Executive Council Resolution No.5 (10) of 22.05.2013 w.e.f. session 2012-13.

6.1 The courses of the study and the subjects of examination shall be as approved by the Academic Council from time to time. The examination shall consist of :-

- (a) Written Papers;
- (b) Practical Examination;
- ♦(c) 20% marks in each paper/practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers:

- (i) One test/Seminar : 50% marks
for each paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

For Practicals:

- (i) One Seminar/Test/Viva/ : 50% marks
Sessional for each
practical paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under:

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Departments/colleges only/authenticated medical grounds duly approved by the concerned Chairperson/ Principal.

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

♦6.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson/ Director/Principal of the Department/Institute/College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any Semester examination shall be carried forward to the next examination.

6.3 The Chairperson of the Department of Fine Arts shall preserve the record on the basis of which the Sessional awards have been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

7.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who :-

- (a) has passed the requisite qualifying examination as laid down in Clause 3 above, or is covered under Clauses 4 and 9;
- (b) has his/her examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, tutorials etc. in each semester separately (the course to be counted up to the day before the commencement of the examination).
 - (iii) has obtained pass marks in the Sessional work of the Paper(s)/Practical(s) for which he/she is a candidate. Provided that a candidate who has not attended the requisite percentage of Lectures/ Practicals or has not obtained pass marks in the Sessionals for any paper(s) will be eligible to take examination in the remaining paper(s).

♦ Amended vide Executive Council Resolution No.3(2) of 31.10.2013 w.e.f. session 2013-14.

7.2 A deficiency in the prescribed course (Lectures/Practical/Tutorials) may be condoned by the Chairperson of the University Department/Principal of the College concerned as under :

- | | |
|---------------|---------------------------------------|
| (a) Lectures | Up to 15% of delivered in each paper. |
| (b) Practical | Up to 5% of total in each paper. |
| (c) Tutorials | Up to 15% of total conducted. |

These shall also include loss of attendance due to participation in the cultural and sports assignments etc., Provided that a student who participates in the Inter-University Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

8. A student who has completed the prescribed course of instruction in the Department for any Semester Examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the College concerned, to appear/re-appear in the Semester examination/paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the supplementary examinations.

9.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of theory papers of both the First and Second semester examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

9.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

9.3 A candidate who fails to pass all the four semester examinations within four years of his/her admission to an MFA course shall be deemed to be unfit for this Programme.

The bar shall not apply to a candidate appearing to avail the extra chance in the Fourth Semester Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 8 above.

10. The amount of examination fee to be paid by a candidate for each Semester shall be as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/practical(s)/semester(s) for the purpose of passing/improvement of division/result, shall pay fee as for the whole examination.

11. The medium of instruction shall be English or Hindi.

The medium of examination shall be as under :-

- (a) The question papers shall be set in both Hindi and English for theory papers only.
- (b) The candidates shall write their answers for written paper in English or Hindi.

♦12.1 The minimum number of marks required to pass the examination in each Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed.
- (iii) 40% in the aggregate of Sessionals and examination for each theory and Practical subject.

♦12.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks

13. As soon as possible, after the termination of the examination, the Controller of Examination shall publish the result of the candidates and the Detailed-Marks Cards will be issued by the Results Branch.

♦ Amended vide Executive Council Resolution No. 3 (2) of 31.10.2013 w.e.f. session 2013-14.

14. The list of successful candidates of Fourth Semester examination shall be arranged, as under, on the basis of the aggregate marks obtained in the First, Second, Third and Fourth Semester examinations taken together, and the division obtained by the candidate will be stated in the Degree :-

- | | |
|---|----------------------|
| (a) Candidates who pass all the four Semester Examinations at the first attempt and within minimum duration of the course i.e., two years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'. | |
| (b) 60% or more marks |First Division. |
| (c) 50% or more but less than
60% marks |Second Division. |
| (d) Below 50% marks |Third Division. |

15.1 A person who has passed the Master of Fine Arts (MFA) Examination of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student thrice in one or more theory paper(s) of all the four semester examinations within a period of five years of his/her passing the MFA Examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance. He/she will then appear in the respective paper(s) of the semester examination, simultaneously in December/May. If he/she does not improve his/her performance he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

15.2 The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the four semesters examinations by taking into account the marks obtained by him/her in the paper(s) in which he/she re-appeared and the marks obtained by him/her earlier in the remaining paper(s) etc., whichever are higher. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester

Examination in which he/she proposes to take the examination for the purpose of improving his/her performance.

15.3 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma Course in Language and Bachelor of Education (B.Ed.) examinations.

M.Phil. regular students will also be permitted to improve their Master's Degree result, as per rules.

16. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

Transitory provision :

Candidates admitted to Master of Fine Arts (MFA) course under Annual System in the academic session 2007-08 or earlier shall be governed by old rules.

***ORDINANCE—MASTER OF PHYSICAL EDUCATION (M.P.Ed.)
EXAMINATION (*Semester System*)**

1.1 The duration of the course leading to the award of Master of Physical Education (M.P.Ed.) Degree, shall be two academic years, comprising of four semesters. Each academic year shall be divided into two semesters i.e. July to December and January to May/June.

1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in December/January and for the Second and Fourth Semesters in May/June.

1.3 The dates of examination fixed under above Clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which Examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

♦3. A person who has passed the following qualifications shall be eligible to join the course :

(i) **Educational Qualification:** B.A./B.Sc./ B.Com./ B.Sc. (Physical Education, Health Education and Sports)/BPE (3-year Degree)/ B.A.(Hons.) or any other examination recognized as equivalent thereto with atleast 45% marks in aggregate and having passed English as one of the subject for at least one year.

OR

D.P.Ed./B.P.Ed. one year course after graduation with atleast 45% marks in aggregate.

(ii) **Sports Performance:** A candidate who has at least participated in the Inter-University/Inter-State/National Tournament in the game/sports recognized by the All India University (A.I.U.) from time to time after passing +2 examination shall be eligible for admission and

*Approved vide Executive Council Resolution No.5(8) of 9.6.2010, w.e.f. the session 2008-09.

♦ Amended vide Executive Council Resolution No.3(7) of 31.10.2013 w.e.f session 2013-14.

further no Sports/Game certificate will be considered for admission without its Gradation issued from the Director, Sports and Youth Welfare of the State concerned. In the case of Inter-university participation and AIU position Gradation/ Verification Certificate issued by the Director, Sports of the University concerned may be considered.

In the Sports/Games where no Gradation Certificate is being issued by the concerned State/U.T. in such cases the certificate must be verified by the concerned Director, Sports of the State/U.T., the certificate issued by the Federation alone will not be considered. Further for inter-college/inter-university certificates of such games/sports a gradation/verification certificate issued by the Director, Sports of the University concerned will be considered.

Note: - Certificates of sports and games organized by the Nehru Yuvak Kendra, Women Sports Festivals, Rural Games and Sports Festivals, Panchayats, and Invitation Tournaments will not be considered.

(iii) Physical Efficiency Test:

All the eligible candidates will be required to qualify the physical efficiency test (PET). However, the criteria and the specifications of the individual events of the Canadian Test will be decided by the Department of Physical Education/ college concerned.

4. A person who has passed M.P.Ed. First Semester, Second Semester or Third Semester examination of this University shall be eligible to join Second Semester, Third Semester or Fourth Semester class respectively of M.P.Ed. course. This is, however, subject to provisions made under Clause 7 below.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or having been eligible fails to appear in an examination, shall unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

6.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who :

- (a) has passed the requisite qualifying examination as laid down in Clause 3, if he/she is a candidate for the First Semester Examination or is covered under Clause 4 or 7;
- (b) has his/her examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, tutorials etc. in each semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of Lectures/Practicals for any paper(s) will be eligible to take examination in the remaining paper(s).

6.2 A deficiency in the prescribed course (Lectures/Tutorials) may be condoned by the Chairperson of the University Department/Principal of the College concerned as under :

- a) Lectures Up to 15% of lectures delivered in each paper.
- (b) Practicals Up to 5% of total in each paper.
- (c) Tutorials Up to 15% of total conducted.

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participates in the Inter-university Tournaments/Youth Festivals may be allowed additional condonation on this ground upto 10% in each paper on production of a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

7.1 A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college, to appear/re-appear in the semester examination/paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations.

7.2 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester provisionally only if he/she earns exemption in at least 50% of theory papers of both the first and second semester examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith the Fourth Semester examinations simultaneously, when held.

7.3 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

7.4 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to M.P.Ed. course shall be deemed to be unfit for this programme.

The bar shall not apply to a candidate appearing to avail the extra chance in the Fourth Semester examination, provided the extra chance is availed next to the last admissible normal chance under Clause 7 above.

8. The amount of examination fee to be paid by a candidate for each Semester shall be as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s) for the purpose of passing/improvement of division/result, shall pay fee as for the whole examination.

9. The medium of instruction for M.P.Ed. course shall be English/Hindi.

The medium of examination shall be as under :

- (a) The question-paper shall be set both in Hindi and English.
- (b) The candidates shall write their answers in English or Hindi.

10. The minimum number of marks required to pass the examination in each semester shall be as under :

- (i) 40% in each paper (Written and Practical separately);
- (ii) 40% in Dissertation; and
- (iii) 40% in aggregate of each Semester viz., I/II/III/IV.

11.1 A candidate who has passed the M.P.Ed. First and Second Semester examinations with at least 55% marks in the aggregate may offer dissertation as an optional paper. The subject of dissertation shall be approved by the Chairperson of the University Department. A candidate shall submit to the Chairperson of the University Department an application for the approval of the topic for the Dissertation, alongwith a synopsis within one month of his admission to Third Semester class.

11.2 Every candidate who offers Dissertation shall be required to submit one copy of his/her Dissertation alongwith a brief abstract of the same giving an account of the investigation/research conducted and its main findings (which will not exceed about 500 words). The Dissertation shall be examined by one external examiner only.

11.3 The last date for receipt of dissertation in the office of the Secrecy Branch shall be 1st April of the Fourth Semester. However, after expiry of above date the extension in the date shall be permissible with penalty as laid down in the General Rules for Examinations.

If a candidate fails to submit the Dissertation even during the extended period he will be considered to have absented in the Dissertation paper and his/her result shall be declared accordingly.

11.4 A candidate who has submitted a dissertation as a part of his/her examination will not be allowed to withdraw the same in any case. The marks obtained by him/her for the Dissertation shall be taken into account when he/she appears in any future examination for the purpose of passing therein or for improving the performance/result.

12. As soon after the termination of the examination, as possible the Controller of Examinations shall publish the result of the candidates and the Detailed-Marks-Cards will be issued by the Results Branch.

13. The list of successful candidates of Fourth Semester examination shall be arranged, as under, on the basis of the aggregate

University simultaneously, except for a Certificate/Diploma course in Language and Bachelor of Education (B.Ed.) examinations.

M.Phil. regular students will also be permitted to improve their Master's Degree result, as per rules.

15. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

Transitory provision :

Candidates admitted to Master of Physical Education (M.P.Ed.) course under Annual System in the academic session 2007-08 or earlier shall be governed by old rules.

***ORDINANCE—MASTER OF PERFORMING ARTS (MPA) (5-YEAR
INTEGRATED COURSE) EXAMINATION
(Annual System)**

1.1 The duration of the course leading to the Degree of Master of Performing Arts shall be five academic years. The examination shall be held in five Parts, i.e. First Year (Part-I) at the end of the course of First Year, Second Year (Part-II) at the end of the course of Second year, Third year (Part-III) at the end of the course of Third year, Fourth Year (Part-IV) at the end of the course of Fourth year and Fifth Year (Final) at the end of the course of Fifth year.

1.2 The examination for each Part shall ordinarily be held once a year in May/June on the dates to be notified by the Controller of Examinations.

1.3 Supplementary Examination will ordinarily be held in November/December in the same year for the candidates who have failed in not more than 50% papers of Annual Examination.

1.4 The dates of examination fixed under above clause shall be notified by the Controller of Examinations.

2. The last date by which the examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3.1 A person who has passed Senior Secondary Certificate Examination (10+2 Standard) of the Board of the School Education, Haryana or an examination recognized as equivalent thereto, securing not less than 45% marks in the aggregate with English as one of the subjects, shall be eligible to seek admission in the First year of the course.

3.2 The candidate admitted to the course shall not be allowed to pursue any other course except certificate course in any Indian or foreign language or computer application being conducted by this University on part-time-basis in the evening with prior permission of the Chairperson, Department of Music & Dance, otherwise his/her candidature for the Master of Performing Arts course will be cancelled forthwith.

*Approved vide Executive Council Resolution No.5(7) of 9.6.2010, w.e.f. the Session 2009-10.

4. A person who has passed Master of Performing Arts First Year/Second Year/Third Year/Fourth Year examination of this University shall be eligible to join Second Year/Third Year/Fourth Year/Fifth Year class respectively of Master of Performing Arts course. This is, however, subject to provisions made under clause 8 below.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

6.1 The courses of study and the subject of examination shall be as approved by the Academic Council from time to time. The examination shall consist of :-

- (a) Written Paper;
- (b) Practicals; and
- (c) Internal Assessment.

6.2 10% marks shall be reserved for Internal Assessment in each theory and practical examination which shall be awarded by the teacher concerned based upon the assessment of class test/sessional/practical work, as per guidelines approved by the Staff Council of the Department of Music and Dance from time to time.

6.3 The marks obtained by a candidate in Internal Assessment duly countersigned by the Chairperson of the Department, shall be forwarded to the Examination Branch at least one week before the commencement of the relevant examination. The Internal Assessment awards of a candidate who fails in any examination shall be carried forward to the next examination.

6.4 The Chairperson of the Department shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University upto six months from the date of declaration of the result of the concerned examination.

7.1 The examination in Part-I/II/III/IV/V shall be open to a regular student who :

- (a) has passed the requisite qualifying examination as laid down in clause 3 or 4 above, as the case may be, or is covered under clause 8 below; and
- (b) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department concerned and produces the following certificates signed by the Chairperson of the Department:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper and practical in each year separately (the course to be counted upto the day before the commencement of the examination).
 - (iii) of having obtained pass marks in the internal assessment of the paper(s) of the relevant examination for which he/she is a candidate. Provided that a candidate who has not attended the requisite percentage of lectures/practicals or has not obtained pass marks in the Internal Assessment for any paper(s) will be eligible to take the examination in the remaining paper(s)/practical(s).

7.2 A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the Department, concerned as under :-

- (a) Lectures Up to 15% of lectures delivered in each paper.
- (b) Practicals Up to 5% total in each paper.
- (c) Tutorials Up to 15% of total conducted.

These shall also include loss of attendance due to participation in Cultural and Sports Assignments etc. Provided that a student who participates in the Inter-University Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper

on a certificate from the Director, Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

8.1 A student who has completed the prescribed course of instruction in the Department for First/Second/Third/Fourth/Fifth year examination, but does not appear in it, or having appeared fails, may be allowed on the recommendation of the Chairperson of the Department concerned, to appear/re-appear in the said examination/paper(s), as the case may be, as an ex-student without attending fresh course of instruction, only twice, subsequent to the Annual examination in which he/she was due to appear.

8.2 A candidate who has failed in First year/Second year/Third year/Fourth year shall be promoted to the Second year/Third year/Fourth year/Fifth year, as the case may be, only if he/she has got exemption in the paper(s) mentioned below :

From Master of Performing Arts First year to Second year.	If he/she has cleared at least 50% papers of First year.
From Master of Performing Arts Second year to Third year.	If he/she has passed in all the papers of First year and has cleared atleast 50% of papers of Second year.
From Master of Performing Arts Third year to Fourth year.	If he/she has passed in all the papers of First year and Second year and has cleared atleast 50% papers of Third year.
From Master of Performing Arts Fourth year to Fifth year.	If he/she has passed in all the papers of First year, Second year and Third year and has cleared atleast 50% papers of Fourth year.

Provided that a candidate who appeared in Master of Performing Arts First year examination but fails to earn exemption in at least 50% papers, or, having been eligible fails to appear in the examination for good reasons e.g., serious illness, serious calamity like death of father or mother etc. shall be admitted to Master of Performing Arts Second year provisionally subject to the condition that if he/she is unable to earn

exemption in at least 50% papers of Master of Performing Arts First year by the next supplementary examination, his/her provisional admission to the Master of Performing Arts Second year shall stand cancelled. This proviso shall also apply to the promotion of a candidate from Master of Performing Arts Second year to Third year; Third year to Fourth year; Fourth year to Fifth year, as the case may be.

8.3 A candidate who fails to pass the Master of Performing Arts examination within a period of seven years of his/her admission to the course, shall be required to repeat the course *de novo*.

9. The amount of examination fee to be paid by a candidate for each Part shall be as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/ practical(s), shall pay fee as for the whole examination.

10. The medium of instruction and examination shall be Hindi, and English in case of English (Compulsory). However, the candidates are free to answer in either Hindi or English.

11. The minimum number of marks required to pass the examination in each Part, shall be as under —

- (i) 40% marks in each Theory paper, practical and Internal Assessment separately.
- (ii) 50% marks in the aggregate of each Part i.e. I/II/III/IV/V.

While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s) in which he/she has obtained at least 50% marks.

12. As soon as possible, after completion of the examination, the Controller of Examinations shall publish the results of the candidates. Detailed-Marks-Cards will be issued by the Results Branch.

13. The successful candidates after passing First, Second, Third Year examinations of the Five year course will be awarded a graduate degree of Bachelor of Performing Arts, as under :

- (a) Those who obtain 60% marks or more marksFirst Division.
- (b) Those who obtain 50% or more but less than 60% marksSecond Division.

14. The candidates who successfully complete the five year course will be awarded Master of Performing Arts Degree. The list of successful candidates shall be prepared on the aggregate marks obtained in the examination of all the five years and shall be arranged as under :

- (a) Candidates who pass the examination at the first attempt and with minimum duration of the course i.e. five years obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.
- (b) Those who obtain 60% marks or more marksFirst Division.
- (c) Those who obtain 50% or more but less than 60% marksSecond Division.

15. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

***ORDINANCE—MASTER OF SCIENCE (M.Sc.) EXAMINATION**
(Semester System)

1. The examination for the Degree of Master of Science (M.Sc.) (under Semester System) shall be held in the following subjects and a candidate shall offer any one of them :

- (1) Botany
- (2) Biochemistry
- (3) Biotechnology
- (4) Chemistry
- (5) Geography
- (6) Industrial Chemistry
- (7) Mathematics
- (8) Microbiology
- (9) Physics
- (10) Applied Physics
- (11) Statistics
- (12) Zoology
- (13) Financial Computing
- (14) Forensic Science
- (15) Genomics
- (16) Banking and Finance
- (17) Bioinformatics
- (18) Mass Communication
- (19) Electronic Media
- (20) Music, Media and Electronics

2.1 The duration of the course leading to the award of Master of Science (M.Sc.) Degree, shall be two academic years, comprising of four

* Approved vide Executive Council Resolution No.11(1) of 3.12.2008, w.e.f. the Session 2008-09.

Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

2.2 The examinations for the First and Third Semesters shall ordinarily be held in the month of December/January and for the Second and Fourth Semesters in May/June.

2.3 Supplementary Examinations shall be held for re-appear and improvement of division/result candidates as under :-

Semester	When held
(a) First Semester	Alongwith the Third Semester
(b) Second Semester	Alongwith the Fourth Semester
(c) Third Semester	Alongwith or after the Fourth Semester
(d) Fourth Semester	Alongwith or after the Third Semester

2.4 The dates of examination fixed under above Clause shall be notified by the Controller of Examinations to all concerned.

3. The last date(s) by which Examination Forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

4. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto, shall be eligible for admission to the First Semester of the M.Sc. Courses :-

(a) For M.Sc. course in Chemistry :

♥(i) Mathematics Stream :

50% of the seats in M.Sc.(Chemistry) shall be filled up by candidates who have passed B.Sc. examination with Chemistry, Mathematics and one other subject at the B.Sc. level, with minimum 50% marks in aggregate.

♥ Amended vide Executive Council Resolution No.5(6) of 22.05.2013 w.e.f. session 2012-13

(ii) Non-Mathematics Stream :

50% of the seats in M.Sc.(Chemistry) shall be filled up by the candidates who have passed B.Sc. examination with at least 50% marks in aggregate with Chemistry and any other two subjects except Mathematics at B.Sc. level.

*** (b) For M.Sc. course in Bio-chemistry :**

B.Sc. with 50% marks in aggregate and having Biochemistry/Chemistry as one of the main subjects (not subsidiary) in all the three years;

OR

B.Sc. (Hons.) in Bio-chemistry.

*** (c) For M.Sc. Course in Botany :**

B.Sc. Examination with at least 50% marks in aggregate with Botany, Chemistry and Zoology or Biochemistry or Genetics or any other bio-subject.

Note: Candidates with B.Sc.(Agriculture) are not eligible for admission to M.Sc.(Botany) course.

♥ (d) For M.Sc. course in Zoology :

B.Sc. Examination with at least 50% marks in aggregate with Zoology as one of the subject.

*** (e) For M.Sc. course in Physics/Applied Physics :**

B.Sc. Examination with at least 50% marks in the aggregate with Physics and Mathematics as two of the main subjects.

*** (f) For M.Sc. course in Mathematics :**

B.A./B.Sc. with Mathematics as one of the subjects or B.A.(Hons.)/ B.Sc.(Hons.) in Mathematics with at least 50% marks

* Amended vide Executive Council Resolution No.5(6) of 22.05.2013 w.e.f. session 2012-13

♥ Amended vide Executive Council Resolution No.3(8) of 31.10.2013 w.e.f session 2013-14.

♦(g) **For M.Sc. course in Geography :**

B.A./B.Sc.(General or Hons.) with Geography as a subject with 50% marks in aggregate.

(h) **For M.Sc. course in Statistics:**

B.A./B.Sc. or B.A./B.Sc.(Hons.) with Mathematics or Statistics as one of the main subjects/PG Diploma in Statistics and Operational Research or any other examination recognised as equivalent thereto, with at least 45% marks in the subject of Mathematics or Statistics or Operational Research or 50% marks in aggregate.

*(i) **For M.Sc. course in Biotechnology :**

Bachelor's Degree with 50% marks in B.Sc. with Botany, Genetics, Zoology, Biochemistry, Microbiology or Biotechnology as one of the main subjects.

(j) **For M.Sc. course in Industrial Chemistry :**

B.Sc. with 50% marks in aggregate from this University or a recognized University with Chemistry/Industrial Chemistry as one of the subjects.

* (k) **For M.Sc. course in Microbiology :**

B.Sc. with Biological Sciences with at least 50% marks.

*(l) **For M.Sc. course in Financial Computing :**

B.A./B.Sc./B.Com./BCA/BBA/BIM or equivalent degree from a recognized University/Institution with at least 50% marks in aggregate.

*(m) **For M.Sc. course in Forensic Sciences :**

B.Sc. with 50% marks in aggregate from a recognized University.

♦ Amended vide Executive Council Resolution No.3(6) of 31.10.2013 w.e.f session 2013-14.

^ Amended vide Executive Council Resolution No.5(6) of 22.05.2013 w.e.f session 2012-13.

* Added vide Executive Council Resolution No.13(1) of 12.6.2009, w.e.f. the session 2008-09.

***⁽ⁿ⁾ For M.Sc. course in Genomics :**

B.Sc.(Medical/Life Sciences) with 50% marks in aggregate from a recognized University.

***^(o) For Banking and Finance :**

B.A./B.Sc./B.Com./BBA/BIM/BBE/BCA with at 50% marks in aggregate.

***^(p) For Bioinformatics :**

Bachelor Degree in any of the following:

Life Sciences/ Physical Science/ Chemical Science/ Mathematics/Veterinary Science/Pharmaceutical Science/ Agriculture/Computational Science with 50% marks in aggregate. Non-biological students should have studied Biology at 10+2 level.

***^(q) For Mass Communication/Electronic Media/Music Media and Electronics :**

Bachelor Degree in any discipline with 50% marks in aggregate.

5. The M.Sc. Examination shall also be open to a person permitted under the Ordinance relating to private candidates if he/she satisfies the requirements of Clause 4, but the condition of having obtained the minimum percentage of marks in the qualifying examination shall not apply.

6. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or having been eligible fails, to appear in an examination, shall unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

*Added vide Executive Council Resolution No.13(1) of 12.06.2009 w.e.f. session 2008-09

*^(o)Added vide Executive Council Resolution No.5(6) of 9.6.2010, w.e.f. the session 2009-10.

*Amended vide Executive Council Resolution No.5(6) of 22.05.2013 w.e.f. session 2012-13.

*^(p)Added vide Executive Council Resolution No.3(29) of 14.2.2011.

▼7.1 20% marks in each paper/practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers :

- (i) One test/Seminar : 50% marks
for each paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

For Practicals :

- (i) One Seminar/Test/Viva/ : 50% marks
Sessional for each practical paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under:

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Departments/colleges only/authenticated medical grounds duly approved by the concerned Chairperson/ Principal.

7.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department/Director of the Institute/Principal of the College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination.

^7.3 The student shall be required to obtain minimum pass marks in the theory papers/practicals and Internal Assessment separately. The

^Amended vide Executive Council Resolution No.5(15) of 22.05.2013 w.e.f. session 2012-13

Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

7.4 The Chairperson of the Department/Director of the Institute/Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University, upto six months from the date of declaration of the result of the concerned Semester examination.

8.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who :-

- (a) has passed the requisite qualifying examination as laid down in Clause 4, if he/she is a candidate for the First Semester Examination or is covered under Clauses 9 and 10 below;
- (b) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, seminar, tutorials etc. in each semester separately (the course to be counted up to the day before the commencement of the examination).
 - (iii) has obtained pass marks in the Internal Assessment of the Paper(s)/Practical(s) for which he/she is a candidate. Provided that a candidate who has not attended the requisite percentage of Lectures/Practicals or has not obtained pass marks in the Internal Assessment for any paper(s) will be eligible to take examination in the remaining paper(s).

8.2 A deficiency in the prescribed course (Lectures/Practical/Tutorials) may be condoned by the Chairperson of the University Department/Director of the Institute/Principal of the College concerned as under :

- (a) Lectures : Up to 15% of delivered in each paper.
- (b) Practical : Up to 5% of total in each paper.

(c) Tutorials : Up to 15% of total conducted.

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participate in the Inter-university Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

9. A candidate who has completed the prescribed course of instruction in the Department/College/Institute for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Director of the Institute/Principal of the college, to appear/re-appear in the semester examination/Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the Supplementary Examinations, as specified in Clause 2.3 above.

10.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory papers (e.g. 4 out of 8 papers and so on) of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

10.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/Institute/College whenever the relevant course(s) is/are offered in the future.

10.3 A candidate who fails to pass all the four semester examinations within four years of his/her admission to an M.Sc. course shall be deemed to be unfit for that M.Sc. Programme.

The bar shall not apply to a candidate appearing to avail the extra chance in the Fourth Semester Examination, provided the extra chance is

availed next to the last admissible normal chance under Clause 10.1 above.

11. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/practical(s)/Semester(s) for the purpose of passing/improvement of division/result, shall pay fee as for the whole examination.

♦12.1 The medium of instruction in case of all subjects except Mass Communication/Electronic Media and Music, Media & Electronics shall be English. In the case of Mass Communication/Electronic Media/Music, Media & Electronics, it shall be Hindi/English.

♦12.2 The medium of examination (except in the case of Geography/Mass Communication/Electronic Media/Music, Media & Electronics) shall be English. In the case of Geography/Mass Communication/ Electronic Media/Music, Media & Electronics, it shall be English or Hindi.

This is, however, subject to relaxation as per Executive Council Resolution No.47 of 30.12.1998 i.e. the medium of examination shall be English or Hindi if the facilities in the Department are available.

♦13. The minimum number of marks required to pass the examination shall be 40% marks in each paper of theory/practical/internal assessment/Seminar/Field Training Reports/Project Work/Dissertation/Production work/Assignment separately, wherever prescribed and 40% marks in the aggregate of each semester examination.

*A candidate who fails in an examination shall be exempted from re-appearing in the Paper(s)/ Practical(s)/Seminar/Field Training reports/Dissertation/Project Work/Audio-Video Production Project/Multimedia Project in which he/she has obtained at least 40% marks. A candidate who has passed in theory paper(s) and not qualified in the internal assessment, he/she shall have to re-appear for internal assessment only.

♦ Added vide Executive Council Resolution No.3(29) of 14.2.2011.

* Amended vide Executive Council Resolution No.5(15) of 22.05.2013 w.e.f. session 2012-13

training in a Pharmaceutical Industry (only for M.Sc. Industrial Chemistry) or complete the project on one of the aspects of his/her subject, as provided in the concerned scheme of examination. However, in case of M.Sc. Financial Computing, each student shall undergo 6 weeks Training in financial sector after the Second Semester Examination. The students shall submit two copies of their training/Project Report/Dissertation/ Project work/Production work, as the case may be, in the Secrecy Branch duly forwarded by the Supervisor through the Chairperson of the Department/Director of the Institute/Principal of the College concerned latest by 30th September of the year. However, after the expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examinations.

♦17.2. The evaluation of Project Report/work/Dissertation/ Production work/Documentation in CD and Viva-Voce, as the case may be, shall be conducted by a panel of two examiners consisting of the one external examiner and the internal examiner to be appointed by the Board of Post-graduate Studies in the concerned subject. After conducting the Viva-Voce examination, the panel of examiners will award grades/marks as per the scheme of examination and the same will be sent to the Examinations Branch immediately. If a Dissertation/Project work/ Production work/Project Report/Training Report is rejected it may be submitted again after due revision and payment of fresh fee within a period of three months of intimation of rejection to the candidate.

18.1 A person who has passed the Master of Science (M.Sc.) examination of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student in the concerned M.Sc. Examination thrice in one or more theory paper(s) of all the four semesters examinations within a period of five years of his/her passing the M.Sc. examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance. He/she will then appear in the respective paper(s) of the Semester examination, simultaneously in December/May. If he/she does not improve his/her performance he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the

♦ Added vide Executive Council Resolution No.3(29) of 14.2.2011.

second chance, he/she will be given third chance to improve his/her performance.

18.2 The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the four semesters examinations by taking into account the marks obtained by him/her in the paper(s) in which he/she re-appeared and the marks obtained by him/her earlier in the remaining paper(s) etc., whichever are higher. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance.

18.3 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma course in Language and Bachelor of Education (B.Ed.) Examinations.

M.Phil. regular students will also be permitted to improve their Master's Degree result, as per rules.

19. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

ORDINANCE—MASTER OF SCIENCE (M.Sc.) EXAMINATION
(Annual System)

1.1 The duration of the course leading to the Degree of Master of Science (M.Sc.) Examination shall be two academic years. There shall be actual teaching for a minimum of 180 days in each academic year excluding admission, preparation and examination days.

1.2 The examination shall be held in two parts, viz., (i) Previous at the end of the course of First Year and (ii) Final at the end of the course of Second Year, ordinarily in the month of April on the dates notified by the Controller of Examinations.

1.3 Supplementary Examination will be held in December/ January in the same year for candidates who have failed in not more than 50% papers of Annual Examination and for improvement of division/result.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

3. The examination for the degree of Master of Science (M.Sc.) (under Annual System) shall be held in the following subjects :

- (1) Physics
- (2) Chemistry
- (3) Botany
- (4) Zoology
- (5) Geography
- (6) Mathematics
- (7) Bio-Chemistry
- (8) Applied Mathematics
- (9) Applied Physics
- (10) Environmental Science

4.1 A person who has passed one of the following examinations of this University, or an examination recognised as

equivalent thereto, shall be eligible to join the first year (Previous) of the M.Sc. Course :-

♥(a) **For Courses other than M.Sc. in Applied Mathematics/ Mathematics/Geography :**

B.Sc.(Hons.) examination with at least 50% marks in the aggregate, in the subject offered for M.Sc. course;

♦(b) **For M.Sc. course in Chemistry:**

(i) **Mathematical Stream:**

50% or more of the seats in M.Sc.(Chemistry) shall be filled up by candidates who have passed B.Sc. examination with Chemistry, Mathematics and one other subject at the B.Sc. level, with minimum 55% marks in aggregate.

(ii) **Non-Mathematical Stream :**

Not more than 50% of the seats in M.Sc.(Chemistry) shall be filled up by the candidates who have passed B.Sc. examination with at least 55% marks in aggregate with Chemistry and any other two subjects except Mathematics at B.Sc. level.

(c) **For M.Sc. course in Biochemistry :**

B.Sc. with 55% marks in the aggregate and having Bio-Chemistry/Chemistry as one of the subjects. Candidates with B.Sc. (Honours) degree in subjects other than Bio-Chemistry are not eligible.

(d) **For M.Sc. Course in Botany :**

B.Sc. Examination with at least 55% marks in the aggregate with Botany, Zoology, Chemistry or Bio-Chemistry or Genetics as subjects.

Note :- A person who has passed B.Sc.(Agriculture) is not eligible for admission to M.Sc. (Botany) Course.

♥ Amended vide Executive Council Resolution No.8 (13) of 9.08.2004

♦ Amended vide Executive Council Resolution No.35(3) of 26.10.2002 w.e.f. session 2002-03.

(e) For M.Sc. Course in Zoology:

B.Sc. Examination with at least 55% marks in aggregate with Zoology, Chemistry/Biochemistry and one more bio-subject(such as Botany, Bio-chemistry, Genetics etc.).

(f) For M.Sc. Course in Physics/Applied Physics:

B.Sc. Examination with at least 55% marks in the aggregate with Physics and Mathematics as two of the main subjects.

*** (g) For M.Sc. Course in Mathematics**

Candidates who have passed one of the following examinations of this University, or an examination recognized as equivalent thereto, shall be eligible to join first year (Previous) of M.Sc. Course:

- (i) B.A.(Hons.)/B.Sc.(Hons.) in Mathematics obtaining at least 50% of the total marks of all the papers of Mathematics of B.A. (Hons.)/B.Sc.(Hons.).

OR

- (ii) B.A./B.Sc. in full subjects with Hons. in Mathematics obtaining at least 50% marks in the aggregate of B.A./B.Sc. and 50% marks in the aggregate of Hons. in Mathematics.

OR

- (iii) B.A./B.Sc.(with Mathematics as a subject) obtaining at least 55% marks in the aggregate of B.A./B.Sc.

♦ (h) For M.Sc. course in Geography :

B.A./B.Sc.(General or Hons.) with Geography as a subject with 50% marks in aggregate

(i) For M.Sc.course in Enviromental Science :

B.Sc. with 55% marks in the aggtregate, both from the Medical and Non-Medical groups.

*Amended vide Executive Council Resolution No.6(7) of 22.07.2006 w.e.f. w.e.f. session 2006-07

♦ Amended vide Executive Council Resolution No.3(6) of 31.10.2013 w.e.f session 2013-14.

(j) For M.Sc. course in Applied Mathematics

B.A./B.Sc.(Hons.) Mathematics with 50% marks

OR

B.A./B.Sc. with 55% marks in the aggregate.

5. A person who has passed M.Sc. (Previous) examination of the Kurukshetra University in the subject concerned, shall be eligible to join the Final Year Class of the M.Sc. Course. This is, however, subject to provisions made under Clause 7.

6. The Examination in Previous/Final shall be open to a student who :

- (a) has passed, not less than one academic year previously the requisite qualifying examination as laid down in Clause 4 or 5 as the case may be, or is covered under Clause 7.1;
- (b) has his name submitted to the Controller of Examinations by the Chairperson of the University Department/Principal of the recognised College he has most recently attended and produces the following certificates signed by the Chairperson of the University Department/Principal of the recognised college.
 - (i) of having remained on the rolls of the University Department/recognised College for the course during the academic year preceding the examination;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical and tutorial separately (the course to be counted upto the day before the commencement of the examination).

7.1 A student who has completed the prescribed course of instruction in a recognised College/University Department for Previous/Final Examination but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Principal of the College/Chairperson of the University Department concerned, to appear/re-appear in the examination/paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice

subsequent to the Annual Examination in which he was due to appear. This is, however, subject to the provisions made under Clause 7.3 below. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s) and/or Practical(s) in which he has obtained at least 40% marks. Provided that a candidate shall be allowed to be promoted from M.Sc. (Previous) to M.Sc. (Final) Class if he has got exemption in at least 50% papers (e.g. 2 out of 4 papers and so on) of M.Sc. (Previous). Subject to the number of chances as provided in Clause 7, such a candidate shall be allowed to appear in the remaining paper(s) of M.Sc. (Previous) alongwith the M.Sc. (Final) Examination. Provided further that if such a candidate fails to pass the M.Sc.(Previous) Examination, his result for M.Sc. (Final) Examination shall be declared provisionally.

7.2 Subject to Clause 7.3 below, a candidate who has availed/exhausted all the chances in terms of Clause 7.1 above and still has re-appear in one or more paper(s) of Previous or Final Examination, may be allowed one extra chance to clear re-appear paper(s)/part(s) during the time-limit for completing the course. The candidate who has availed this chance in any of the Parts i.e. Previous or Final shall not be allowed any extra chance again for any of the remaining Parts, for any reason, whatsoever.

7.3 A candidate who fails to pass the M.Sc. Examination within a period of four years of his admission to the course shall be deemed to be unfit for the course.

The bar shall not apply to a candidate appearing to avail the extra chance in the Final Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 7.1 above.

8. A deficiency in the prescribed course (Lectures or practicals or tutorials) may be condoned by the Principal of the College/ Chairperson of the University Department concerned as under :-

- | | |
|--------------------------|--|
| (a) Lectures | Up to 15% of the lectures delivered in each paper. |
| (b) Practicals | Up to 5% in each paper. |
| (c) Tutorial Assignments | Up to 15%. |

These shall also include loss of attendance due to participation in Cultural and Sports Assignments etc. Provided that a student who participates in the Inter-University Tournaments/Youth Festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

9. A candidate shall submit the examination form complete and filled in all respects with the required certificates duly countersigned by :-

- | | | |
|------|---|---|
| (i) | Chairperson of the University Department/Principal of the College in which the candidate has been on rolls. | In case of a student of a University Department/Recognised College. |
| (ii) | Chairperson of the University Department/Principal of the College last attended. | In case of ex-student. |

10. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the Syllabus prescribed by the University for Regular students appearing for that examination.

11. The amount of Examinations fee to be paid by a candidate for each Part shall be the same as prescribed by the Controller for Examination from time to time.

A candidate who re-appears in one or more paper(s)/Practical(s) for the purpose of passing/improvement of division/result shall pay fee as for the whole examination.

12. The medium of instruction in case of all the subjects shall be English.

The medium of examination (except in the case of Geography) shall be English.

In case of Geography, the medium of examination shall be English or Hindi.

This is, however, subject to relaxation as per Executive Council Resolution No.47 of 30.12.1998 i.e. the medium of examination shall be English or Hindi if the facilities in the Department are available.

♦13.1 The minimum number of marks required to pass the examination in each Part/Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed;
- (iii) 40% in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject

13.2 A candidate who fails in an examination shall be exempted from re-appearing in paper(s)/practical(s) in which he has obtained at least 40% marks.

14. As soon as possible, after the termination of the examination the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Card.

15. The result of candidates who have passed both parts, shall be classified into divisions as under on the basis of the aggregate marks obtained in Part-I and Part-II Examinations taken together, and the division obtained by the candidate will be stated in his Degree :-

- | | |
|--|----------------------|
| (a) Those who obtain 60% or more marks | ... First Division. |
| (b) Those who obtain 50% or more but less than 60% marks | ... Second Division. |
| (c) 40% and above but less than 50% marks | ... Third Division. |

♦ Amended vide Executive Council Resolution No.3(2) of 31.10.2013 w.e.f. session 2013-14.

- (d) Candidates who pass both the parts at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

16. A candidate who has already passed the Master of Science Examination from this University, in a subject in which different optional papers are permitted, may appear in one or more other optional papers of that subject, at any subsequent examination when held, provided that if there is any corresponding practical work involved, he must attend the prescribed number of practicals in the Department. The examination fee shall be the same as prescribed by the Controller of Examination from time to time for each paper.

A candidate shall, in order to pass, be required to obtain at least 40% marks in each paper.

17.1 A person who has passed the Master of Science (M.Sc.) Examination of this University and is desirous of improving his performance, will be allowed to appear as an ex-student in the M.Sc. Examination thrice in one or more theory paper(s) of Previous and/or Final Examination within a period of five years of his passing the M.Sc. Examination. Such a candidate in the first instance shall be required to intimate all the paper(s) in which he would like to improve his performance. He will then appear in the respective paper(s) at the Previous and/or Final simultaneously in April/May and/or in Supplementary Examination. If he does not improve his performance he shall be eligible to do so in the following years which would be treated as second chance. In case he does not improve his performance even in second chance, he shall be eligible to do in the third chance.

The result of such a candidate shall be declared only if he improves his performance in the aggregate of the whole examination by taking into account the marks obtained by him in the paper(s) in which he re-appeared and the marks obtained by him earlier in the remaining paper(s) etc., whichever are higher. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Academic Session in which he proposes to take the examination for the purpose of improving his result.

17.2 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma Course in Language and Bachelor of Education (B.Ed.) Examinations.

M. Phil. regular students will also be permitted to improve their Master's Degree result, as per rules.

18. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

***ORDINANCE—MASTER OF SCIENCE (M.SC.)
(BIO-TECHNOLOGY); M.SC. (ENGG. PHYSICS) AND
M.SC. (HONS.) ECONOMICS (5-YEAR INTEGRATED
COURSES) EXAMINATIONS (*Semester System*)**

1.1 The duration of the course of instruction for award of M.Sc.(Bio-Technology)/M.Sc.(Engg. Physics)/M.Sc. (Hons.) Economics Degree shall be five academic years, comprising of ten semesters. Each academic year shall be divided into two semesters i.e. July to December and January to May/June.

1.2 Examination for the First, Third, Fifth, Seventh and Ninth semesters shall be held in December/January and for the Second, Fourth, Sixth, Eighth and Tenth semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which examination-forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3. A candidate shall be eligible to join First Semester of the relevant 5 year Integrated course, mentioned below, if he/she has passed one of the following examinations with English as one of the subjects and has also obtained 50% marks in aggregate :-

(i) **M.Sc. (Bio Technology) :**

Senior Secondary Certificate Examination (10+2 Standard) in Science Group (Medical or Non Medical) from the Board of School Education, Haryana, or any other examination recognized as equivalent thereto;

(ii) **M.Sc. (Engg. Physics) :**

Senior Secondary Certificate Examination (10+2 Standard) with Physics, Chemistry and Mathematics from the Board of School Education, Haryana, or any other examination recognized as equivalent thereto;

*Approved vide Executive Council Resolution No.3(16) of 14.2.2011, w.e.f. the session 2009-10.

(iii) **M.Sc. (Hons.) Economics :**

Senior Secondary Certificate Examination (10+2 Standard) with Mathematics as one of the subjects from the Board of School Education, Haryana, or any other examination recognized as equivalent thereto;

4. A candidate who has passed the Semesters I and II or III and IV or V and VI or VII and VIII from this University shall be eligible to join the Semesters III, V, II and IX respectively of the relevant course. This is, however, subject to the provisions made under clause 8.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

6.1 The course of study and the subjects of examination shall be as approved by the Academic Council from time to time. The examination shall consist of :-

- (a) **Written Papers** : Written papers will be got set as per University norms.
- (b) **Practical Examinations/Viva-voce on Field Training Reports/Dissertation** : Examinations in practical/Viva-voce shall be conducted jointly by the External and Internal Examiners as recommended by the Board of Studies concerned.
- ♦(c) **Sessional** : 20% marks in each paper/practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers:

- (i) One test/ Seminar : 50% marks
for each paper

♦ Amended vide Executive Council Resolution No.5 (15) of 22.05.2013 w.e.f. session 2012-13.

- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

For Practicals :

- (i) One Seminar/Test/Viva/ : 50% marks
Sessional for each practical paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under :

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Departments/colleges only/authenticated medical grounds duly approved by the concerned Chairperson/ Principal.

6.2 The marks obtained in Sessional work shall be forwarded in the form of soft and hard copy to the Examination Branch by the Principal of the College concerned duly countersigned by him soon after the classes for concerned semester are over.

6.3 The Principal of the College shall preserve the record on the basis of which the Sessional awards have been prepared, for inspection if needed by the University, upto the six months from the date of declaration of the Semester result.

7.1 The First/Second/Third/Fourth/Fifths/Sixth/Seventh/Eighth Semester examinations shall be open to a regular student who :

- (a) has passed the requisite qualifying examination laid down in clause 3, if he is a candidate for the First Semester or is covered under clause 4 or 8, as the case may be;
- (b) has remained on the rolls of the Institute/College during the one semester preceding the examination.;
- (c) has his/her Examination form submitted to the Examination Branch through the Principal/Head of the

College/Institute concerned and produces the following certificates:

- (i) of good character;
- (ii) of having attended not less than 75% of the full course of Lectures delivered in the each subject and 75% of the periods assigned to practical work in each subject in each Semester separately (the course to be counted upto the day before the commencement of the semester examination). Provided that a candidate who has not attended the requisite percentage of lectures/Practicals for any paper(s) will be eligible to take the examination in the remaining paper(s).

7.2 The Principal of the College/Director of the Institute concerned may condone deficiency in attendance upto 10% in each subject in theory/practicals in genuine cases.

8.1 A candidate who has complete the prescribed course of instruction in a College for First/Second/Third/Fourth/Fifth/Sixth/Seventh/Eighth/ Ninth/Tenth semester examination, but does not appear in it, or having appeared fails, may be allowed on the recommendations of the Principal of the College to appear/reappear in that examination, as an ex-student, without attending fresh course of instruction only twice at the subsequent semester examinations. While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s)/Practicals(s)/Viva-voce in which he has obtained 40% marks.

8.2 A candidate who has failed in Semesters I and II or III and IV or V and VI or VII and VIII shall be promoted to the III, V, VII and IX Semester, as the case may be, only if he/she has got exemption in the paper(s) mentioned below :-

From Part-I (Semesters I & II) to Part II (Semester III)

If he/she has appeared in the Semester II and has cleared at least 50% papers of Semesters I & II taken together. Provided that, promotion to Semester III may be made provisionally till such time the result of Semester II is declared.

From Part II (Semesters III & IV) to Part III (Semester V)

If he/she has passed in all the papers of the Semester II, appeared in Semester IV and has cleared at least 50% papers of Semesters III and IV taken together. Provided that, promotion to Semester V may be made provisionally till such time the result of Semester IV and Semester II (re-appear, if any) are declared.

From Part III (Semesters V & VI) to Part IV (Semester VII)

If he/she has passed in all the papers of the Semesters I, II, III & IV, appeared in Semester VI and has cleared at least 50% papers of Semesters V and VI taken together. Provided that, promotion to Semester VII may be made provisionally till such time the result of Semester VI and Semester IV/II (re-appear, if any) are declared.

From Part IV (Semesters VII and VIII) to Part V (Semester IX)

If he/she has passed in all the papers of the Semesters I, II, III, IV, V and VI, appeared in Semester VIII and has cleared at least 50% papers of Semesters VII and VIII taken together. Provided that, promotion to Semester IX may be made provisionally till such time the result of Semester VIII and Semester VI/IV (re-appear, if any) are declared.

Provided that a candidate who has appeared in Semesters I and II examination but fails to earn exemption in at least 50% papers, or, having been eligible fails to appear in the examination for good reasons e.g. serious illness, serious calamity like death of father or mother etc. shall be admission to III Semester provisionally subject o the condition

that if he/she is unable to earn exemption in at least 50% papers of Part I (Semester I and II) by the next supplementary examination, his/her provisional admission to the III Semester shall stand cancelled. The proviso shall also apply to the promotion of a candidate from Part II to Part III; from Part III to Part IV and Part IV to Part V.

8.3 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth, Seventh, Eights, Ninth and Tenth Semesters) within ten years of his admission to the course shall be required to repeat the relevant M.Sc. Course *de novo*.

9 The amount of examination fee to be paid by a candidate for each semester shall be as prescribed by the University from time to time. A candidate, who re-appear in one or more paper(s)/practical(s)/semester(s) for the purpose of passing, shall pay fees as for the whole examination.

10 The medium of instruction and examination shall be English.

11. The minimum number of marks required to pass the examination shall be 40% in each paper of theory/practical/sessionals/ Dissertation separately and 40% marks in the aggregate of each semester examination.

♥A candidate who fails in an examination shall be exempted from re-appearing in the Paper(s)/ Practical(s)/Seminar/Field Training reports/ Dissertation/Project Work/Audio-Video Production Project/Multimedia Project in which he/she has obtained at least 40% marks. A candidate who has passed in theory paper(s) and not qualified in the internal assessment, he/she shall have to re-appear for internal assessment only.

12. As soon as possible, after the completion of the examination, the Controller of Examinations shall publish the result of candidates. The Detailed-Marks-Cards will be issued by the Results Branch.

13 The successful candidates after passing Semesters I, II, III, IV, V and VI examinations of the five year will be awarded a Graduate

♥ Amended vide Executive Council Resolution No.5(15) of 22.05.2013 w.e.f. session 2012-13.

(d) Below 50% marks ...Third Division.

16. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall unless specified otherwise, apply to all the students whether old or new.

***ORDINANCE—MASTER OF SCIENCE (M.Sc.) IN HOME SCIENCE
EXAMINATION (*Semester System*)**

1. The examination for the Degree of Master of Science (M.Sc.) in Home Science Examination (under Semester System) shall be held in the following disciplines and a candidate shall offer any one of them :

- (i) Foods and Nutrition;
- (ii) Clothing & Textiles;
- (iii) Human Development.

2.1 The duration of the course leading to the award of Master of Science (M.Sc.) in Home Science Degree, shall be two academic years comprising of four Semesters. Each year shall be divided into two Semesters i.e. July to November/December and January to April/May.

2.2 The examinations for the First and Third Semester shall ordinarily be held in the month of December/January and for the Second and Fourth Semester in May/June.

2.3 Supplementary Examinations shall be held for re-appear and improvement of division/result candidates as under :-

Semester	When held
(i) First Semester	Alongwith the Third Semester
(ii) Second Semester	Alongwith the Fourth Semester
(iii) Third Semester	Alongwith or after the Fourth Semester
(iv) Fourth Semester	Alongwith or after the Third Semester

2.4 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

3. The last date(s) by which the Examination-forms and fees must reach the Examinations Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

♥4. A candidate who has passed one of the following examinations with any field of specialization from this University, or an examination

*Approved vide Executive Council Resolution No.11(1) of 3.12.2008, w.e.f. the session 2007-08.

♥Amended vide Executive Council Resolution No. 5(6) of 22.05.2013.

recognized as equivalent thereto obtaining at least 50% marks in aggregate of the qualifying examination, shall be eligible to join the First Semester of the relevant M.Sc. course in Home Science Course:

M.Sc. (Food & Nutrition)

(a) B.Sc. (Home Science)

OR

(b) B.Sc.(Home Science) with Honours;

OR

(c) B.Sc. Clinical Nutrition and Dietetics;

OR

(d) B.Sc. Human Nutrition & Dietetics;

M.Sc. (Human Development)

B.Sc. (Home Science) with 50% marks in aggregate.

M.Sc. (Clothing & Textiles)

(a) B.Sc. Clothing & Textiles or B.Sc. Fashion Designing/
Fashion Technology or B.Sc. Home Science with 50%
marks in aggregate;

OR

(b) Bachelor in Fashion & Apparel Design with 50% marks in
aggregate;

Note : - A female candidate who has passed B.Sc. (Agriculture) or B.Sc. (Medical/Non-Medical) or B.Sc./B.A. with Home Science as an elective subject or B.A. with Home Science as Restructured subject/course is not eligible for admission to M.Sc. (Home Science) Course for any field of specialization.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or having been eligible fails, to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

[^]6.1 20% marks in each paper/practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination :-

For Theory Papers:

- (i) One test/ Seminar
for each paper : 50% marks
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

For Practicals:

- (i) One Seminar/Test/Viva/ : 50% marks
Sessional for each practical paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under:

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Departments/colleges only/authenticated medical grounds duly approved by the concerned Chairperson/ Principal.

6.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department/Principal of the College concerned, shall be forwarded to the Examination Branch at least one week before the commencement of the relevant semester examination.

6.3 The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination. Provided that a candidate who has not obtained pass marks in the Internal Assessment for any paper(s)/practical(s) will not be

[^] Amended vide Executive Council Resolution No.5(15) of 22.05.2013 w.e.f. session 2012-13.

allowed to take the examination in the said paper(s) in the relevant examination unless she repeats the course in the paper(s) concerned and obtains minimum pass marks in the Internal Assessment.

6.4 The Chairperson of the Department/Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University, upto six months from the date of declaration of the result of the concerned Semester examination.

7.1 The First/Second/Third/Fourth Semester Examinations shall be open to a regular student who :-

- (a) has passed the requisite qualifying examination as laid down in clause 4, if she is a candidate for the First Semester Examination or is covered under clauses 8 and 9 below;
- (b) has her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, seminar, tutorials, etc. in each Semester separately (the course to be counted up to the day before the commencement of the examination).
 - (iii) has obtained pass marks in the Internal Assessment of the Paper(s)/Practical(s) for which she is a candidate. Provided that a candidate who has not attend the requisite percentage of Lectures/Practicals or has not obtained pass marks in the Internal Assessment for any paper(s) will be eligible to take examination in the remaining paper(s).

7.2 A deficiency in the prescribed course (Lectures/Practical/Tutorials) may be condoned by the Chairperson of the University Department/Principal of the College concerned as under :

- (a) Lectures : Up to 15% delivered in each paper.
- (b) Practical : Up to 5% in each paper.
- (c) Tutorials : Up to 15%

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participate in the Inter-university Tournaments/Youth Festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

8. A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college, to appear/re-appear in the semester examination/Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the Supplementary Examinations as specified in clause 2.3 above. While re-appearing in the examination the candidate shall be exempted from re-appearing in the Paper(s)/Practical(s), Seminar(s), Dissertation/Project Report, Viva-Voce in which she has obtained at least 40% marks for sessionals, where prescribed.

9.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. She will, however, be allowed promotion to the Third Semester class provisionally only if she earns exemption in at least 50% of Theory papers (e.g. 4 out of 8 papers and so on) of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

9.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

9.3 A candidate who fails to pass all the four semester examinations within four years of his admission to the course shall be deemed to be unfit for the M.Sc. Programme.

The bar shall not apply to a candidate appearing to avail the extra chance in the Fourth Semester Examination, provided the extra is availed next to the last admissible normal chance under clause 9.1 above.

10. The amount of examination fee and Dissertation fee to be paid by a candidate for each semester shall be the same as prescribed by the University from time to time.

11. The medium of examination shall be English.

12. (a) The students who secure 70% or more marks in M.Sc. (Previous), shall be eligible to opt for Dissertation in M.Sc. (Final). Other students securing less than 70% marks shall have to opt other course in lieu of Dissertation, as per scheme of examination.

(b) The subject of Dissertation will be as approved by the Chairperson of the Department/Principal of the College concerned.

(c) The candidate shall be required to submit two copies of her Dissertation. The last date for receipt of Dissertation in the office of the Controller of Examinations shall be first April of the Final Semester. However, after expiry of above date the extension in date shall be permissible with the penalty as laid down in the General Rules for Examinations. If a candidate fails to submit the Dissertation even during the extended period, she will be considered to have absented in the Dissertation paper and her result shall be declared accordingly.

(d) Dissertation of upto (five) candidates in a given specialization viz., Food & Nutrition or Clothing & Textiles or Human Development may be examined by an External Examiner who alongwith the concerned Supervisor(s) (here the role of concerned Supervisor will be only to assist the External Examiner and provide clarifications, if needed, regarding the Dissertation work but will not decide in the award of marks.

The External Examiner will also conduct the Viva-Voce examination in the college. On the basis of Dissertation evaluation and Viva-Voce examination, he will submit a brief report on the evaluation work and

Viva-voce examination of each submitted Dissertation and award marks.

- (e) The marks obtained by the candidate for the Dissertation shall be taken into account when she appears in any future examination under 'Re-appear' clause.

13.1 The minimum number of marks required to pass the examination in each Semester shall as under :-

- (i) 35% in each written paper and practical examination separately;
- (ii) 40% in Class Assessment of each subject;
- (iii) 40% in the Dissertation/Seminar/Practical Internal evaluation/Viva-Voce examination; and
- (iv) 40% in the aggregate of each semester examination.

♥13.2 A candidate who fails in an examination shall be exempted from re-appearing in the Paper(s)/Practical(s)/Seminar/Field Training reports/Dissertation/Project Work/Audio-Video Production Project/Multimedia Project in which he/she has obtained at least 40% marks. A candidate who has passed in theory paper(s) and not qualified in the internal assessment, he/she shall have to re-appear for internal assessment only.

14. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and issue Detailed-Marks-Cards.

15. The list of successful candidates of Fourth Semester Examination shall be arranged, as under, on the basis of the aggregate marks obtained in the First, Second, Third and Fourth Semester Examinations taken together, and the division obtained by the candidate will be stated in the Degree :-

- (a) Candidates who pass all the four Semester Examinations at the first attempt and within minimum duration of the course i.e. two years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'.

♥ Amended vide Executive Council Resolution No.5(15) of 22.05.2013 w.e.f. session 2012-13.

- | | |
|--|----------------------|
| (b) 60% or more marks |First Division. |
| (c) 50% or more but less than
60% marks |Second Division. |
| (d) Below 50% marks |Third Division. |

16.1 A person who has passed the Master of Science (M.Sc.) in Home Science examination of this University and is desirous of improving her performance, will be allowed to appear as an ex-student in the M.Sc. in Home Science Examination thrice in one or more theory paper(s) of all the four semesters examinations within a period of five years of her passing the M.Sc. examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which she would like to improve her performance. She will then appear in the respective paper(s) of the Semester examination, simultaneously in December/May. If she does not improve her performance she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve her performance even in the second chance, she will be given third chance to improve her performance.

16.2 The result of such a candidate shall be declared only if she improves her performance in the aggregate of all the four semesters examinations by taking into account the marks obtained by her in the paper(s) in which she re-appeared and the marks obtained by her earlier in the remaining paper(s) etc., whichever are higher. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that semester examination in which she proposes to take the examination for the purpose of improving his/her performance.

16.3 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma course in Language and Bachelor of Education (B.Ed.) Examinations.

M.Phil. regular students will also be permitted to improve their Master's Degree result, as per rules.

17. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the

time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

Transitory provision :

Candidates admitted to the Master of Science (M.Sc.) in Home Science course under Annual System in the academic session 2006-07 or earlier shall be governed by the old rules.

***ORDINANCE—MASTER OF SCIENCE (M.SC.) IN NUTRITION AND
NUTRACEUTICAL SCIENCE EXAMINATION
(Semester System)**

1.1 The duration of the course leading to the award of Master of Science in Nutrition and Nutraceutical Science Degree shall be two academic years, comprising of four semesters. Each academic year shall be divided into two semesters i.e., July to December and January to May/June.

1.2 Main as well as supplementary examinations for the First and Third semesters shall be held in December/January and for the Second and Fourth semesters in May/June.

1.3 The dates of examination fixed under above Clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Volume-II.

♦3. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto, obtaining at least 50% marks in the aggregate of his/her qualifying examination, shall be eligible to join the First Semester class of M.Sc.in Nutrition and Nutraceutical Science course

- (a) B.Sc. Medical/Bio-Technology/Bio-Chemistry/Microbiology/
Food Quality and Control/ B.Sc. with Home Science.
- (b) The candidate should have studied at least two subjects out of the following at Undergraduate level -

Botany, Chemistry, Biotechnology, Microbiology, Zoology and Genetics.

4. A person who has passed M.Sc. in Nutrition & Nutraceutical Science First Semester or Second Semester or Third Semester examination of this University, shall be eligible to join Second Semester

*Approved vide Executive Council Resolution No.18(6) of 27.11.2009, w.e.f. the session 2008-09.

♦ Amended vide Executive Council Resolution No. 5(6) of 22.05.2013.

or Third Semester or Fourth Semester respectively. This is, however, subject to provisions made under Clause 8 below.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise, by the Academic Council, take the examination according to the Syllabus prescribed by the University for regular students appearing for that examination.

6.1 The courses of study and the subjects of examinations shall be as approved by the Academic Council from time to time. The examination shall consist of :

- (a) theory papers;
- (b) practical examinations;
- (c) seminar; and
- (d) internal assessment.

6.2 20% marks in each paper/practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers:

- (i) One test/ Seminar : 50% marks
for each paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

For Practicals:

- (i) One Seminar/Test/Viva/ : 50% marks
Sessional for each practical paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

▼ Amended vide Executive Council Resolution No.5(15) of 22.05.2013 w.e.f. session 2012-13.

Marks for Attendance will be given as under:

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Departments/colleges only/authenticated medical grounds duly approved by the concerned Chairperson/ Principal.

6.3 The Internal Assessment award of a candidate who fails in any semester examination shall be carried forward to the next examination provided that a candidate who has not obtained pass marks in the Internal Assessment for any paper(s) will not be allowed to take examination in the said paper(s) in the relevant semester examination unless he/she repeats the course in the paper(s) concerned and obtains the minimum pass marks in the Internal Assessment.

6.4 The Principal of the College concerned shall preserve the records on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University, upto six months from the date of declaration of the concerned semester result.

6.5 The marking in Seminar shall be done by a panel of at least three teachers including the co-ordinator under the following heads :

Total marks	20 marks
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Minimum pass marks	40%
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Division of marks for evaluation :

Preparation (Write up)	40%
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Presentation	40%
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Discussion	20%
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7.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who :-

- (a) has passed the requisite qualifying examination as laid down in Clause 3 above, or is covered under Clauses 4 and 8;
- (b) has his/her examination form submitted to the Examinations Branch through the Principal of the College concerned and produces the following certificates :
 - (i) of good character;

- (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, seminar etc. in each semester separately (the course to be counted up to the day before the commencement of the examination).
- (iii) of having obtained pass marks in the internal assessment of the paper(s) of the relevant semester examination for which he/she is a candidate. Provided that a candidate who has not attended the requisite percentage of lectures/practicals or has not obtained pass marks in the internal assessment for any paper(s) will be eligible to take examination in the remaining paper(s)/practical(s).

7.2 A deficiency in the prescribed course (Lectures/Practical/Tutorials) may be condoned by the Principal of the College concerned as under :

- (a) Lectures Up to 15% of lectures delivered in each paper.
- (b) Practical Up to 5% of total in each paper
- (c) Tutorials Up to 15% of total conducted

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participates in the Inter-University Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

8.1 A student who has completed the prescribed course of instruction in the recognized College for any semester examination but does not appear in it, or, having appeared fails, may be allowed on the recommendations of the Principal of the College concerned, to appear/re-appear in the semester examination/paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the supplementary examinations. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s) and/or practical(s) in which he/she has obtained at least 45% marks (including marks of Internal Assessment where prescribed).

8.2 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of theory papers of both the First and Second semester examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

8.3 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the College whenever the relevant course(s) is/are offered in the future.

8.4 A candidate who fails to pass all the four semester examinations within a period of four year of his/her admission to the M.Sc. in Nutrition and Nutraceutical Science course shall be deemed to be unfit for the course.

The bar shall not apply to a candidate appearing to avail the extra chance in the Fourth Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 8 above.

9. The amount of Examination fee to be paid by a candidate for each Semester shall be as prescribed by the University from time to time. A candidate, who re-appears in one or more paper(s)/practical(s)/semester(s) for the purpose of passing/improvement of division/result, shall pay fees as for the whole examination.

10 The medium of instruction and examination shall be English.

11. (a) The topic of project Report (on the job training) will be finalized/approved by the Course Co-ordinator of the College/Chairperson of the University Department concerned.
- (b) The candidate shall be required to complete his/her on the job training of one month after the completion of theory examinations of Fourth Semester and shall be required to submit two copies of his/her Project Report in the College, within ten days after his/her one month's on the Job Training is over.
- (c) The External Examiner will conduct the viva-voce examination in the College and the concerned supervisor

will assist the external examiner and will not decide in the award of marks. On the basis of Project Report evaluation and viva-voce examination, he will submit a brief report on the evaluation work and viva-voce examination of each submitted Project Report and award marks.

- (d) The marks obtained by the candidate for the Project Report shall be taken into account when he/she appears in any future examination, under 'Re-appear' Clause 8.

12. The minimum number of marks required to pass the examination in each semester shall be as under :

- (a) 40% in each theory and practical examination separately.
- (b) 40% in Class Assessment of each subject.
- (c) 40% in the Seminar/Project Report (on the job training) viva-voce examination.
- (d) 45% in the aggregate of each semester viz., I/II/III/IV.

*A candidate who fails in an examination shall be exempted from re-appearing in the Paper(s)/Practical(s)/Seminar/Field Training reports/Dissertation/Project Work/Audio-Video Production Project/Multimedia Project in which he/she has obtained at least 40% marks. A candidate who has passed in theory paper(s) and not qualified in the internal assessment, he/she shall have to re-appear for internal assessment only.

13. As soon as possible, after the termination of the examination the Controller of Examinations shall publish the result of the candidates and the Detailed-Marks-Cards will be issued by the Results Branch.

14. The list of successful candidates of Fourth Semester examination shall be arranged, as under, on the basis of the aggregate marks obtained in the First, Second, Third and Fourth Semester examinations taken together and the division obtained by the candidate will be stated in the Degree :-

- (a) Candidates who pass all the four Semester Examinations at the first attempt and within minimum duration of the

* Amended vide Executive Council Resolution No.5 (15) of 22.05.2013 w.e.f. session 2012-13.

course i.e., two years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'.

- (b) 60% or more marksFirst Division.
- (c) 50% or more but less than
60% marksSecond Division.
- (d) Below 50% marksThird Division.

15.1 A person who has passed the M.Sc. in NANS Examination of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student thrice in one or more theory paper(s) of all the four semester examinations within a period of five years of his/her passing the M.Sc. in NANS Examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance. He/she will then appear in the respective paper(s) of the semester examination, simultaneously in December/May. If he/she does not improve his/her performance he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

15.2 The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the four semester examinations by taking into account the marks obtained by him/her in the paper(s) in which he/she re-appeared and the marks obtained by him/her earlier in the remaining paper(s) etc., whichever are higher. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance.

15.3 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma Course in Language and Bachelor of Education (B.Ed.) examinations.

M.Phil. regular students will also be permitted to improve their Master's Degree result, as per rules.

16. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

**ORDINANCE—MASTER OF SCIENCE (M.Sc.) IN ELECTRONIC
SCIENCE EXAMINATION (*Semester System*)**

1.1 The duration of the course leading to the Degree of Master of Science in Electronic Science shall be of 4 Semesters spread over 2 years. Each year divided into 2 Semesters, i.e. July to November/December and January to April/May. The examination for the First and Third Semester shall ordinarily be held in the month of December/January and for the Second and Fourth Semester in May/June on such dates as may be notified by the Controller of Examinations.

1.2 Supplementary Examinations will be held for re-appear and improvement of division candidates as under :-

Semester	When held
(a) First Semester	Alongwith the Third Semester
(b) Second Semester	Alongwith the Fourth Semester
(c) Third Semester	Alongwith or after the Fourth Semester
(d) Fourth Semester	Alongwith or after the Third Semester

The dates of Examinations fixed under the Clause shall be notified by the Controller of Examinations to the Chairperson of the Department of Electronic Science.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

*3. A person who has passed one of the following examinations of this University, or an examination recognised as equivalent thereto, shall be eligible for admission to the First Semester of the M.Sc. Course in Electronic Science :

- (i) Post-graduate Diploma in Electronics/B.Sc.(IT) with atleast 50% marks in aggregate.

OR

*Amended vide Executive Council Resolution No.5(6) of 22.05.2013 w.e.f. session 2012-13.

(ii) B.Sc. with any three of the subjects :

Electronics, Electronic Equipment Maintenance, Physics, Mathematics, Computer Science and Chemistry with at least 50% marks in aggregate.

4. A candidate who has completed the prescribed course of instruction in the Department for any Semester Examination but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department, to appear/re-appear in the Semester Examination/Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the Supplementary Examinations as specified in Clause 1.2 above. While re-appearing in the examination the candidate shall be exempted from re-appearing in the Paper(s), Seminars, Dissertation/Project Report, Viva-Voce in which he has obtained at least 40% marks including the marks for sessionals, where prescribed.

5.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He shall, however, be allowed promotion to the Third Semester Examination provisionally only if he earns exemption in at least 50% of Theory papers (e.g. 4 out of 8 papers and so on) of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examination simultaneously when held.

5.2 A candidate who fails to pass in any Semester Examination even in the Second chance as mentioned above, he will have to repeat the course as a regular student in the Department whenever the relevant course(s) is/are offered in the future.

5.3 A candidate who fails to pass all the four Semester Examinations within four years of his admission to the First Semester M.Sc. Course shall be deemed to be unfit for the M.Sc. Programme.

6. The First/Second/Third/Fourth Semester Examinations shall be open to a regular student who :-

(i) has passed the requisite examination as laid down in Clause 3 if he is a candidate for the First Semester Examination and has been on the rolls of the Department

during one Semester preceding the examination or is covered under Clause 11 below;

- (ii) has attended not less than 75% of lectures in each Paper, Seminars, etc. This requirement shall be fulfilled separately for each course of study (the course to be counted up to the day before the commencement of the examination). A deficiency up to 15% may be condoned by the Chairperson of the Department.

7. Every candidate shall be examined in the subject concerned according to the syllabus prescribed by the Academic Council from time to time.

40% marks in each paper excluding Seminar/Dissertation/Project shall be assigned for sessional.

The question paper will be set and answer-books examined by single External Examiner or by single Internal Examiner.

Current Topic Seminar paper will be evaluated by a Board of three Internal Examiners appointed by Post-graduate Board of Studies, Practical Papers will be examined jointly by Internal and External Examiners.

The Chairperson of the Department shall forward the Sessional marks on the basis of Periodical Test, Seminar/Viva-Voce and Written Assignments, to the Controller of Examinations at least one week before the commencement of the Semester Examination.

8. The Chairperson of the Department will preserve the Sessional Awards by teachers, for inspection, if needed by the University upto six months from the date of declaration of the Semester Examination results.

9. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the Controller of Examinations from time to time.

A candidate who re-appears in one or more paper(s)/practical(s) for the purpose of passing/improvement of division shall pay fee as for the whole examination.

10. The medium of instruction and examination shall be English.

11. Minimum pass percentage of marks in each Semester shall be as under :-

- (i) 40% in each Theory Paper;
- (ii) 40% in each Practical Paper;
- (iii) 40% in Current Topic Seminar, Dissertation/Project Report and Dissertation/Project Viva-Voce.

12. A candidate whose result is declared late for no fault of his, may either attend classes of the next higher Semester provisionally at his own-risk and responsibility, subject to his passing the concerned Semester Examination or join the classes of next higher Semester within 10 days of the declaration of the result. In such a case the lectures will be counted from the date a candidate started attending classes or the date of declaration of result whichever is earlier. In case a candidate fails to pass the concerned Semester Examination, his attendance/sessionals in the next Higher Semester, in which he was allowed to attend classes provisionally, shall stand cancelled.

13. A candidate who having passed the Second Semester Examination, discontinues his studies, may be permitted to join Third Semester within two years of his passing the Second Semester Examination provided a seat is available in Third Semester.

14. The Sessional award of a candidate who fails in any Semester Examination shall be carried forward to the next examination.

15.1 The subject of Project/Dissertation will be as approved by the Chairperson of the Department.

15.2 The candidate shall be required to submit two copies of his Project Report/Dissertation. The last date for receipt of Project Report/Dissertation in the office of the Controller of Examinations, shall be 15th April of the Fourth Semester Examination. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examination. If a candidate fails to submit the dissertation even during the extended period, he will be considered to have absented in the Project/Dissertation paper and his result shall be declared accordingly.

15.3 The marks obtained by the candidate for the Project/Dissertation shall be taken into account when he re-appears in any future examination under 'Re-appear' Clause 4.

16. Candidates shall be required to undergo a 10 weeks Industrial Training during summer vacation after the Second Semester Examination is over in an Electronic Industry approved by the Chairperson of the Department. They shall be required to submit a comprehensive report of the same within two months of the completion of the training period. This report will be evaluated by the a single Internal Examiner appointed by the Post-graduate Board of Studies.

17. Candidate shall be required to undertake a Project Work/ Dissertation work spread over Third and Fourth Semester in the Department. They shall be required to submit a comprehensive Project Report on the completion of the Project for examination by a panel of three examiners to be appointed by the Post-graduate Board of Studies.

18. The practical examination in each Semester where prescribed shall be conducted by a Board of two examiners (one of them being an external examiner) to be appointed by the Post-graduate Board of Studies. The evaluation of the sessional work and seminars shall be conducted in accordance with the guidelines laid down by the Board of Studies. The Chairperson of the Department shall ensure that these guidelines are followed and proper record is maintained and made available to the students also at the appropriate time.

19. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and issue Detailed-Marks-Cards.

20. The list of successful candidates of the Fourth Semester Examination shall be arranged as under in three divisions on the basis of the aggregate marks obtained in the First, Second, Third and Fourth Semester Examinations taken together, and the division obtained by the candidate will be stated in the Degree :-

- | | | |
|-----|--|----------------------|
| (a) | Those who obtain 60% or more marks | ... First Division. |
| (b) | Those who obtain 50% or more but less than 60% marks | ... Second Division. |
| (c) | All below 50% but above 40% marks | ... Third Division. |
| (d) | Candidate who pass all the Four Semester Examinations at the first attempt and with minimum duration of the course after | |

obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

21. A successful candidate may publish original result of the Dissertation, if permitted by the Chairperson of the Department as a paper in a Journal of repute.

22.1 A person who has passed the Master of Science (M.Sc.) in Electronic Science Examination of this University with Second or Third Division and is desirous of improvement of his performance will be allowed three chances to appear as an ex-student in the Master of Science in Electronic Science Examination in one or more theory paper(s) of odd and/or even Semester Examination(s) within a period of five years of his passing the M.Sc. Electronic Science Examination. Such a candidate in the first instance shall be required to intimate all the paper(s) in which he would like to improve his performance. He will then appear in the respective papers of the concerned Semester(s) Examination.

22.2 The result of such a candidate shall be declared only if he improves his performance in the aggregate of the whole examination, by taking into account the marks obtained by him in the paper(s) in which he re-appeared and the marks obtained by him earlier in the remaining paper(s) etc. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the Syllabus in force for the regular students for that Semester Examination.

23. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

**ORDINANCE— MASTER OF SCIENCE (M.Sc.) IN COMPUTER
SCIENCE (SOFTWARE) EXAMINATION
(Semester System)**

1. The duration of the course leading to the Degree of M.Sc. Computer Science (Software) shall be two academic years. Each year shall be divided into two Semesters, i.e. July to November/December and January to April/May. The examination for the First and Third Semesters shall ordinarily be held in the month of December/January and for the Second and Fourth Semesters in the month of May/June, on such dates as may be fixed by the Vice-Chancellor.

Supplementary examinations will be held for re-appear candidates as under :-

Semester	When held
(a) First Semester	Alongwith the Third Semester
(b) Second Semester	Alongwith the Fourth Semester
(c) Third Semester	Alongwith or after the Fourth Semester
(d) Fourth Semester	Alongwith or after the Third Semester

The dates of Examinations fixed under this Clause shall be notified by the Controller of Examinations to the Chairperson of the Department.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

3. A person who has passed one of the following examinations of this University, or an examination recognised as equivalent thereto, shall be eligible to join the first semester of the course :-

*B.Sc./B.Com. with Computer Science or Computer Applications (Vocational) as one of the subjects with at least 50% marks in the aggregate.

OR

*Amended vide Executive Council Resolution No.2(6) of 30.9.2003, w.e.f. the session 2003-04.

*B.Sc.(Hons.) in Computer Science or B.Sc.(Hons.) Information Technology or B.Sc. Information Technology or BIS/BSIS with at least 50% marks in the aggregate.

OR

*B.A. with Computer Science with at least 50% marks in aggregate and having Mathematics as one of the subjects at Graduation level. OR

*BCA with 50% marks in aggregate or Post B.Sc. Diploma in Computer Science & Applications/Post Graduate Diploma in Computer Applications/Post Graduate Diploma in Computer Science with at least 50% marks in the aggregate.

^Provided that those students who have passed these one-year Diploma Courses must have passed B.Sc. (Non Medical) or B.A. with Mathematics at their Graduation level.

Note :- Minimum pass marks shall be applicable for SC Category.

4. The First/Second/Third/Fourth Semester Examinations shall be open to a regular student who :-

- (i) has passed the requisite qualifying examination as laid down in Clause 3 above, if he is a candidate for the First Semester Examination, or, has passed the preceding Semester Examination if he/she is a candidate for the Second/Third/Fourth Semester Examination. This is, however, subject to Clause 7 below;
- (ii) has his/her name submitted to the Controller of Examinations by the Chairperson, Department of Computer Science & Applications and produces the following certificates signed by the Chairperson, Department of Computer Science & Applications :-
 - (a) of possessing a good character;

*Amended vide Executive Council Resolution No. 6(16) of 22.7.2006 w.e.f. the session 2006-07.

♦Amended vide Executive Council Resolution No.3(1) of 31.10.2013 w.e.f. session 2013-14.

^Amended vide Executive Council Resolution No.2(6) of 30.9.2003, w.e.f. the session 2003-04.

- (b) of having remained on the rolls of the Department of Computer Science & Applications for the Semester preceding the examinations;
- (c) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, seminar, case discussion, Trip to Computer Centres and other Academic/Professional Organisations etc. (the course to be counted up to the day before the commencement of the examination); and
- (d) of having obtained pass marks in the sessional work of the paper(s), for which he is a candidate.

Provided that a candidate who has not obtained the pass marks in the sessional work for any paper(s) will be eligible to take examination in the remaining papers.

5. A deficiency in the prescribed course (lectures or practicals, etc.) may be condoned by the Chairperson, Department of Computer Science & Applications as under :-

- | | |
|--|--|
| (a) Lectures | Up to 15% of the lectures delivered in each paper. |
| (b) Practicals | Up to 5% in each paper. |
| (c) Tutorials/Seminars/Case Discussion/Visit to Computer Centres | Up to 15% each. |

These shall also include loss of attendance due to participation in Cultural and Sports Assignments, etc. Provided that students who participate in the Inter-University Tournaments/Youth Festivals shall be allowed additional condonation on this ground up to 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

6. The examination shall consist of a number of theory papers and sessional work on the subjects of theory papers and Seminars/Case Discussions/Viva-Voce on the subjects of Practical Examinations as approved by the Academic Council from time to time.

7.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He shall, however, be allowed promotion to the Third Semester Examination provisionally only if he earns exemption in at least 50% of Theory papers (e.g. 4 out of 8 papers and so on) of both the First and Second Semester Examinations taken together.

Such a candidate will be allowed to re-appear for the remaining paper(s) of the First Semester alongwith the Third Semester and the paper(s) of the Second Semester alongwith the Fourth Semester Examination simultaneously when held subject to the provisions of Clause 7.3 & 7.4 below. While appearing in the examination the candidate shall be exempted from re-appearing in the paper(s)/ Practical(s)/Seminar in which he has obtained at least 40% marks including the marks for sessional work, where prescribed.

7.2 The Vice-Chancellor may, in very exceptional cases and where he is satisfied that there are unavoidable circumstances, e.g., serious illness, serious calamity like death of father or mother etc., allow a candidate who having been eligible, failed to appear in the First/Third Semester Examination, to study for the Second/Fourth Semester Examination, as the case may be, provided that an intimation to this effect, accompanied by documentary proof thereof, is received in the office of the Controller of Examinations (in case of the regular students) through the Chairperson, Department of Computer Science & Applications, within 10 days of the expiry of the examination.

7.3 A candidate who has failed in one or more paper(s) or fails to appear in the Semester Examination shall be allowed two additional chances only to pass the Semester Examination subject to Clause 7.4 below.

7.4 A candidate who fails to pass the M.Sc. Computer Science (Software) Examination within a period of four years of his admission to the course, shall be deemed to be unfit for the M.Sc. Computer Science (Software) Course at this University.

8. A person who has passed First & Second Semesters of the M.Sc. Computer Science (Software) Examination from this University shall be eligible to join Third Semester of the M.Sc. Computer Science (Software) Course. This is, however, subject to provisions made under Clause 7 above.

9. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. However, Syllabus for the re-appear/failed candidates for the Supplementary Examination shall be the same according to which they appeared as regular students.

10. The Practical Examination, including the Oral, shall be conducted by two Examiners, an External and an Internal in two sittings of four hours each. In case of disagreement in the awards by the two examiners, the average of the two awards shall be taken as the final award.

11.1 The marks of sessional work of a candidate who fails in any Semester Examination shall be carried forward to the next examination provided that a candidate who has not obtained the pass marks in the sessional work for any paper(s) will not be eligible to take the examination in the said paper(s) in the relevant semester unless he repeats the course in the paper(s) concerned and obtains the minimum pass marks in the sessional work.

11.2 The evaluation of the sessional work and seminar shall be conducted in accordance with the guidelines laid down by the Board of Studies of the Department. The Chairperson of the Department shall ensure that these guidelines are followed and proper record is maintained and made available to the students also at the appropriate time.

11.3 The Chairperson of the Department shall forward the sessional work award to the Controller of Examinations at least one week before the commencement of the Semester Examination.

*12.1 The subject of project report will be as approved by the Chairperson of the Department/Principal of the concerned College.

*12.2 The candidate shall be required to submit two copies of his Project Report by 31st May of the Fourth Semester Examination. However, the extension in date shall be permissible with late fee as prescribed in General Rules for Examination. If a candidate fails to submit the Project Report even during the extended period, he will be considered to have absented in the Project paper and his result shall be declared accordingly.

* Amended/added vide Executive Council Resolution No.2(6) of 30.9.2003 w.e.f. the session 2003-04.

♦12.3 The Project Report shall be evaluated by both Internal and External Examiners. The Viva-Voce shall be conducted jointly by a Board consisting of both Internal and External Examiners.

In case of difference in awards of Internal and External Examiners by 10% the average will be taken as final award. In case if the difference is more than 10% the Project Report shall be evaluated by the Third Examiner to be appointed by the Vice-Chancellor on the recommendation of the Chairperson of the Department.

♦12.4 The marks obtained by the candidate for Project Report shall be taken into account when he re-appears in any future examination under Clause 7.1.

13. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the Controller of Examination from time to time.

A candidate who has re-appear in one or more paper(s) for the purpose of passing shall pay fee as for the whole examination.

14. The medium of instruction and examination shall be English.

15. As soon as possible, after the termination of examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

16. The pass marks for passing any examination shall be :-

(i) 35% marks in each Theory Paper.

♦(ii) 40% marks in each Practical/Sessional Work/Seminar/Project;

(iii) 40% marks in the aggregate of each Semester Examination.

17. The result of candidates who have passed all the four Semester Examinations shall be classified into divisions, as under, on the basis of the aggregate marks obtained in First, Second, Third and Fourth

♦ Amended/added vide Executive Council Resolution No.2(6) of 30.9.2003 w.e.f. the session 2003-04.

Semester Examinations taken together, and the division obtained by the candidate will be stated in his degree :-

- (a) Those who obtain 60 % or more marks ... First Division.
- (b) Those who obtain 50% or more but less than 60% marks ... Second Division.
- (c) All below 50% marks ... Third Division.
- (d) Candidates who pass all the Four Semester Examinations at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

18. Notwithstanding the integrated nature of this course, which is spread over two academic years, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

**ORDINANCE—MASTER OF SCIENCE (M.Sc.) IN COMPUTER
SCIENCE (SOFTWARE) EXAMINATION
(Annual System)**

1.1 The duration of the course leading to the degree of M.Sc. Computer Science (Software) shall be of two academic years. This course shall be offered through the Directorate of Distance Education. The examination shall ordinarily be held annually in the month of May/June or thereafter on the dates to be notified by the Controller of Examinations.

1.2 The Examination shall be held in two parts, viz. Part-I at the end of First Year and Part-II at the end of Second Year.

1.3 Supplementary Examination for the re-appear candidates who have failed in not more than 50% papers in the Annual Examination will be held in December in the same year, on the dates to be notified by the Controller of Examinations.

2. The last date(s) by which examination forms and fees must reach the Controller of Examinations shall be as per Appendix-I in the K.U. Calendar Vol.II.

3. The instruction will be provided through the supply of the printed study material and/or Books published by eminent authors and/or electronic study material, evaluation of response sheets, counselling of students by the teachers/course coordinator or through any other method as may be deemed necessary for promoting learning by the Directorate from time to time. The students are required to consult the book prescribed/recommended for reference in the syllabi as the study material supplied by the Directorate is only to supplement learning and to support the books referred to in the syllabi. Instruction through study material will further be supplemented by the Personal Contact Programme of short duration as may be decided by the Directorate from time to time. Efforts will be made to cover the deficiency in the supply of instructional material, if any, in the Personal Contact Programme.

♦4.(a) A person who has passed Bachelor's Degree examination in any discipline from this University or an examination recognized as equivalent thereto shall be eligible to join Part-I of the course.

♦Amended vide Executive Council Resolution No.18(20) of 27.11.2009, w.e.f. the Session 2009-10.

(b) Candidates who are placed under compartment in their qualifying examination shall not be allowed admission even provisionally. However, such candidates can seek admission after passing the compartment subject in the Supplementary Examination to be held in September/October during the said session with usual late fee.

♦5.(a) A person who has passed M.Sc. Computer Science (Software) Part-I examination of this University shall be eligible to join Part-II class of the course.

♥(b) A person who has passed one of the following examinations from this University or any other recognized University/Institute/DOEACC Society recognized by UGC/AICTE/DEC/Govt. of India/State Government shall be eligible to join M.Sc. Part-II class under Lateral Entry :

(i) M.Sc.Part-I any area of Computer;

OR

(ii) One year Diploma Course in any area of Computer after graduation.

This is however, subject to the provision made under Clause-8.

6. The examination in Part-I/II shall be open to a candidate who :

- (a) has passed the requisite qualifying examination laid down in Clauses 4 or 5 above or is covered under Clause 8 below.
- (b) has remained on the rolls of Directorate of Distance Education during the academic year preceding the examination.
- (c) has his name submitted to the Controller of Examinations through Director, Distance Education and produces the certificate of having attained the minimum attendance as prescribed in the Prospectus of the

♦Amended vide Executive Council Resolution No.18(20) of 27.11.2009, w.e.f. the session 2009-10.

♥Amended vide Executive Council Resolution No. 5 (14) of 22.05.2013 w.e.f. session 2012-13

Directorate of Distance Education at the Personal Contact Programme for Theory and Practical separately unless exempted from attending the same by the Director (DE) wholly or partially for valid reasons.

7. The deficiency in the prescribed attendance at PCP may be condoned by the Director, Distance Education upto the limit for condonation of lectures in PCP as prescribed from time to time.

8.1 A student who has completed the prescribed course of instruction in the Directorate of Distance Education for Part-I/II examination but does not appear in it or having appeared fails, may be allowed to appear in the said examination as an ex-student without attending fresh course of instruction only twice, subsequent to the annual examination in which he was due to appear or had appeared and failed. This is, however, subject to the provisions made in Clause 8.2 below. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s) in which he has obtained at least 40% marks. Provided that a candidate shall be allowed to be promoted from M.Sc. Computer Science (Software) Part-I to Part-II class if he has got exemption in at least 50% papers of M.Sc. Computer Science (Software) Part-I. Subject to the number of chances as provided in this Clause, such a candidate shall be allowed to appear in the remaining paper(s) of M.Sc. Computer Science (Software) Part-I along with Part-II examination. Provided further that if such a candidate fails to pass the M.Sc. Computer Science (Software) Part-I Examination his result for Part-II examination shall be declared provisionally subject to passing Part-I examination within permissible number of chances.

8.2 A candidate who fails to pass the whole examination (Part-I as well as Part-II) within four years of his admission to the course, shall be required to repeat the course *de novo*. This time limit in the case of candidates who join Part-II of the course after passing PGDCS, P.G. Diploma in Computer Science (Software), P.G. Diploma in Software, P.G. Diploma in Computer Teaching, Post B.Sc. Diploma in Computer Science and PGDCA etc. shall be three years.

9. Every candidate shall be examined according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination or having been eligible, fails to appear in an examination shall unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students of the

Directorate of Distance Education appearing for that examination. However, the syllabi for the re-appear/failed candidates for the supplementary examination shall be the same as was in force in the preceding Annual Examination.

10. The rates of examination fee to be paid by the candidates shall be as prescribed by the University from time to time.

A candidate who re-appears in one or more papers for the purpose of passing/improvement of result shall pay examination fee as for the whole examination.

11. The medium of instruction and examination shall be English.

12. The minimum marks required to pass the examination shall be 40% in each Theory and Practical paper separately and 40% in the aggregate.

A candidate who fails in the examination shall be exempted from re-appearing in paper(s) in which he has obtained at least 40% marks.

♦13. The course is modular in nature. Each successful candidate shall receive the Detailed-Marks-Card on having passed the yearly examination i.e. M.Sc. Computer Science (Software) Part-I/Part-II. However, if a candidate after having passed M.Sc. Computer Science (Software) Part-I leaves the programme, will get Post Graduate Diploma in Computer Applications (PGDCA).

14. As soon as possible, after termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Card/Certificates.

15. The result of candidates who pass the examination shall be classified into divisions as under, on the basis of aggregate marks obtained in Part-I and Part-II examination taken together and the division obtained by the candidate will be stated in his degree :-

- | | |
|---|------------------------|
| (a) Those who obtain 60% or
more marks | First Division. |
| (b) Those who obtain 50% or
more but less than 60% marks | Second Division. |

♦ Amended/added vide Executive Council Resolution No.18(20) of 27.11.2009, w.e.f. the Session 2009-10.

- (c) Those who obtain 40% or more
but less than 50% marks Third Division.

The candidates who pass the examination in the first attempt and within the normal duration of the course i.e. two years obtaining 75% or more marks in the aggregate shall be declared to have passed with 'Distinction'.

♦ Provided that in case of the candidates who took admission under Lateral Entry scheme, the classification of division will be made on the basis of the percentage of marks obtained by them in their qualifying examination and Part-II examination and equal weightage will be given to each Part.

16.1 A person who has passed the M.Sc. Computer Science (Software) examination of this University and is desirous to improve his performance, will be allowed to appear as an ex-student in the M.Sc. Computer Science (Software) examination thrice in one or more theory paper(s) of Part-I & Part-II examination within a period of five years of his passing the M.Sc. Computer Science (Software) examination.

The result of such a candidate shall be declared only if he improves his performance in the aggregate of the whole examination, by taking into account the marks obtained by him in the paper(s) in which he re-appears and the marks obtained by him earlier in the remaining paper(s) etc. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card. Provided that the candidate will take the examination according to the syllabi in force for the regular student in that academic session in which he proposes to take the examination for the purpose of improving his result.

16.2 The candidate who re-appears in any examination in more than two papers for improvement shall not be allowed to take any other examination of the University simultaneously except for the Certificate/Diploma Course in Language and Certificate Course in Computer Applications.

17. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination

♦ Amended/added vide Executive Council Resolution No.18(20) of 27.11.2009, w.e.f. the Session 2009-10.

held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

**ORDINANCE—MASTER OF SCIENCE (M.Sc.) IN APPLIED
GEOLOGY EXAMINATION (*Semester System*)**

1.1 The duration of the course leading to the Degree of Master of Science (M.Sc.) in Applied Geology shall be two academic years. Each year shall be divided into two Semesters i.e. July to November/December and January to April/May. There shall be actual teaching for a minimum of 90 days in each Semester excluding admission, preparation and examination days. The examination for the First and Third Semesters shall ordinarily be held in the month of December and for the Second, Fourth Semesters in the month of May/June on such dates as may be fixed by the Vice-Chancellor.

Supplementary examinations will be held for re-appear candidates as under :

Semester	When held
(a) First Semester	Alongwith the Third Semester
(b) Second Semester	Alongwith the Fourth Semester
(c) Third Semester	Alongwith or after the Fourth Semester
(d) Fourth Semester	Alongwith or after the Third Semester

1.2 The schedule of dates fixed in accordance with Clause 1.1 and 2 shall be notified by the Controller of Examinations to the Chairperson of the Department of Earth Sciences.

2. The last date(s) by which Examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Cal. Vol.II

3. A student seeking admission to M.Sc. in Applied Geology Course should possess the following qualifications :-

♥B.Sc. Examination with at least 50% marks in aggregate.

♥ Amended vide Executive Council Resolution No. 5(6) of 22.05.2013 w.e.f. session 2012-13.

4.1 A person who has passed the Semester I or II or III shall be eligible to join the Semester II/III/IV respectively of the course. This is, however, subject to Clause 4.2 and 11.2 below.

4.2 A candidate who has failed in one or more paper(s) of I and II Semesters shall be promoted provisionally to the II and III Semesters, only if he has earned exemption in the papers as mentioned below :-

From Semester I and II	If he has earned exemption in at least 50% papers of Semester I.
From Semester II and III	If he has earned exemption in at least 50% papers of Semesters I and II

5.1 The Examination of Semester I/II/III/IV shall be open to a student who :

- (i) has passed the requisite qualifying examination as laid down in Clause 3 or is covered under Clause 4.1 and 4.2 above.
- (ii) has his name submitted to the Controller of Examinations by the Chairperson of the Department of Earth Sciences and produces the following certificates signed by him :-
 - (a) of good character;
 - (b) of having remained on the rolls of the Department for the Semester concerned preceding the examination; and
 - (c) of having attended not less than 75% of the full course of lectures delivered in each paper, practical and tutorial separately in each semester (the course to be counted up to the day before the commencement of the examination).

5.2 A deficiency in the prescribed course (Lectures or Practicals or Tutorials) may be condoned by the Chairperson of the Department, as under :

(a) Lectures	Up to 15% of the lectures delivered in each paper.
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- (b) Practicals Up to 5% in each paper.
- (c) Tutorial Assignments Up to 15%.

These shall also include loss of attendance due to participation in Cultural and Sports Assignments etc. Provided that a student who participates in the Inter-University Tournaments/Youth Festivals, shall be allowed additional condonation on this ground of upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Department of Youth and Cultural Affairs as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

6.1 A candidate who has appeared and failed in a semester examination shall be promoted from I to II, III to IV Semester, subject to the provision of Clause 4.2 above and 11.2 below.

6.2. The Vice-Chancellor may, in very exceptional cases and where he is satisfied that there are unavoidable circumstances, e.g. serious illness, serious calamity like death of father or mother etc. allow a candidate, who having been eligible, fails to appear in the I/III Semester Examination, to study for II/IV Semester Class, as the case may be, provided that an intimation to this effect, accompanied by a complementary proof thereof, is received in the office of the Controller of Examinations through the Chairperson of the Department within 10 days of expiry of the concerned examination.

7.1. 25% marks in theory/practical paper(s) shall be reserved for internal assessment to be awarded on the basis of Class test(s) and the Chairperson shall forward the internal assessment awards to the Controller of Examinations at least a week before the commencement of the Semester Examination. The internal assessment of a candidate, who re-appear in the examination for passing shall be carried forward.

Assessment in a Course—Course work marks :

The performance of a student in a given course is judged in one or more of following ways the quiz, the Class Tests, the Home Assignment, the Class Seminar etc. Each course is followed by the end of the Semester Examination in theory as well as in practical. The weightage of Semester and Examination in theory varies from course depending upon the unit weightage. For evaluation in practical course the end of the Semester Examination will account for 75% marks and the working

during the Semester for the rest of 25%. For the award of course work marks the following criteria are generally followed :

- (i) Course Work marks in theory :
 - (a) Class test (at least 2 tests in a Semester) 20
 - (b) Regularity in the submission of course and attendance 5
- (ii) Course work marks in practical:
 - (a) Seminar related to practicals to be evaluated by atleast four teachers of Geology 15
 - (b) Regularity and quality of lab. Work 10

7.2 Field Training:

Each student is required to undergo two weeks field training in an academic session. The training in first academic session is common with the students of M.Tech. (Applied Geophysics) 1st Semester. It consists of acquaintance with rocks, minerals and fossils in the field of geological mapping. In the Second academic session the students will be given training in mineral exploration/groundwater exploration/mining and engineering geological projects/environmental conservation projects/watershed development projects etc. The breakup if different components of field training for the purpose of evaluation of a Student's performance will be as follows :

- (a) Field Training 50%
- (b) Field Report 25%
- (c) Viva-Voce 25%

The examination of field training report and the Viva-Voce shall be conducted jointly by the internal and external examiners as there will be no separate evaluation of the field training report.

7.3 The teachers of the department of Earth Sciences will preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if ordered by the Vice-Chancellor upto to six months from the date of declaration of the Semester Examination result.

- 8. The medium of instruction and examination shall be English.

9.1 The amount of examinations fee for each semester shall be the same as prescribed by the Controller of Examinations from time to time.

9.2 An additional fee as prescribed by the Examination Branch from time to time to be paid by the candidate each in II & IV semester towards the examination of Field Reports/ Dissertation.

10. The minimum percentage of marks to pass the examination in each semester shall be :-

- (i) 40% in each paper in Theory/Practical separately;
- (ii) 40% in Internal Assessment wherever and whenever prescribed, a person failing in internal assessment shall have re-appear in internal assessment;
- (iii) 40% in Seminar/Field Training/Dissertation/Vocational Training;
- (iv) 40% in aggregate of each semester.

11.1 A candidate who has failed in one or more paper(s) or fails to appear in a Semester Examination or having been eligible fails to appear therein shall be allowed two additional chances only to pass the Semester Examination as specified in Clause 1 subject to Clause 11.2 below. Such a candidate may be exempted from re-appearing in the internal assessment paper(s) in which he has obtained atleast 40% marks.

11.2 A candidate for the M.Sc. in Applied Geology degree must pass the whole course (all the Four Semesters) within a period of Four Years of his admission to the First Semester Class, failing which he will be deemed to be unfit for the course.

12.1 In the II, III Semesters the students shall be required to undergo geological field training for two weeks. A comprehensive field training report two copies neatly typed and bound shall have to be submitted by students within 30 days after the training. The submission period may be extended for a week by the Chairperson under justified circumstances.

12.2 All the field reports/vocational training reports/project dissertations shall be jointly evaluated by internal as well as external

examiners and the Viva-voce too shall be jointly conducted by both of them. The marking shall be done as per procedure laid down in the syllabus.

12.3 The Vice-Chancellor may, in very exceptional cases, allow an eligible candidate, who failed to undergo/complete the field training/project in II or III semester Class under unavoidable circumstances, to complete the same with the subsequent II or III semester Class batch. In case candidate fails to complete the field training/project as per time constraints laid down above he shall be deemed unfit for the award of the degree.

13. A successful candidate may publish his original work of the dissertation, if permitted by the Supervisor/Chairperson of the Department as a paper in Scientific Journal.

14. Four weeks after the termination of the examination or as soon thereafter as possible, the Controller of Examinations shall publish the result and issue Detained-Marks-Cards.

15 The result of candidates who have passed all the four semesters examinations shall be classified into divisions, as under, on the basis of the aggregate marks obtained in all the Four Semester Examination taken together and the division obtained by the candidate will be stated in his degree :

- | | |
|--|---------------------|
| (a) Those who obtain 60% or more marks | ...First Division. |
| (b) Those who obtain 50% or more but less than 60% marks | ...Second Division. |
| (c) Those who obtain 40% or more but less than 50% marks | ...Third Division. |

The candidates who pass all the four Semester Examinations at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

16. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this

Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall unless specified otherwise, apply to all the students whether old or new.

Transitory provision :

The candidates admitted to this course in the academic session 1997-98 or earlier shall be governed by the old Ordinance. The new Ordinance shall be applicable w.e.f. the admissions of 1998-99 session.

***ORDINANCE—MASTER OF SCIENCE (M.SC.) IN
ENVIRONMENTAL SCIENCE EXAMINATION
(Semester System)**

1.1 The duration of the course leading to the Degree of Master of Science (M.Sc.) in Environmental Science Examination shall be four Semesters spread over two years. Each year shall be divided into two Semesters, i.e., July to November/December and January to April/May.

1.2 The examination for the First and Third Semesters shall ordinarily be held in the month of December and for the Second and Fourth Semesters in May/June.

1.3 Supplementary Examination will be held for re-appear candidates as under:-

Semester	When held
(a) First Semester	Alongwith the Third Semester
(b) Second Semester	Alongwith the Fourth Semester
(c) Third Semester	Alongwith the Fourth Semester
(d) Fourth Semester	Alongwith the Third Semester

♦1.4 The dates of examinations fixed under above Clause shall be notified by the Controller of Examinations to the Director, Institute of Environmental Studies.

2. The last date(s) by which the Examination Forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Calendar Volume-II.

3. A person who has passed one of the following examinations of this University, or, an examination recognized as equivalent thereto, shall be eligible for admission to the First Semester of the M.Sc. Course in Environmental Science :

♥B.Sc.(General)/B.Sc.(Hons.)/B.Sc. in any allied subject of Life Sciences/Environmental Science/Physical Sciences/ B.E./B.Tech. in any discipline with at least 50% marks in aggregate.

*Approved vide Executive Council Resolution No.23(3) of 11.11.2006, w.e.f. the Session 2006-07.

♦Amended vide Executive Council Resolution No.18(4) of 27.11.2009, w.e.f. the Session 2008-09.

♥Amended vide Executive Council Resolution No.5(6) of 22.05.2013 w.e.f. session 2012-13.

♦4. A candidate who has completed the prescribed course of instruction in the Institute of Environmental Studies for any Semester Examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Director of the Institute, to appear/re-appear in the Semester Examination/Paper(s), as the case may be, at the next regular examination for that Semester when such examination is held, as an ex-student, without attending fresh course of instruction only twice. While re-appearing in the examination the candidate shall be exempted from re-appearing in the Paper(s), Seminars, Minor Project report presentation, in which he/she has obtained at least 40% marks and Dissertation/Project Report, Viva-voce found to be satisfactory, where prescribed.

5.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester Class provisionally only if he/she earns exemption in at least 50% of Theory papers (e.g. 4 out of 8 papers and so on) of both the First and Second Semester Examination taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examination simultaneously when held.

5.2 A candidate who fails to pass in any Semester Examination even in the Second chance as mentioned above, he/she will have to repeat the course as a regular student in the Institute whenever the relevant course(s) is/are offered.

The bar shall not apply to a candidate appearing to avail the extra chance in the Final Examination, provided that extra chance is availed next to the last admissible normal chance under clause 5.1 above.

5.3 A candidate who fails to pass all the four semester Examinations within four years of his/her admission to the first Semester M.Sc. Course shall be deemed to be unfit for the M.Sc. Programme.

5.4 Subject to clause 5.3 above, a candidate who has availed/exhausted all the chances in terms of clause 5.1 above and still has re-appear in one or more paper(s) of any Semester examination, may be

♦Amended vide Executive Council Resolution No.18(4) of 27.11.2009, w.e.f. the Session 2008-09.

allowed one extra chance to clear re-appear paper(s)/Semester(s) during the time limit for completing the course. The candidate who has availed this chance in any of the Semesters, shall not be allowed any extra chance again for any of the remaining Semester for any reason, whatsoever.

6.1 The First/Second/Third/Fourth Semester Examinations shall be open to a regular student who :-

- (i) has passed the requisite examination as laid down in clause 3, if he/she is a candidate for the First Semester Examination and has been on the rolls of the Institute during one Semester preceding the examination, or is covered under Clause 5 above;
- (ii) has attended not less than 75% of lectures in each Paper, Practical, Seminars, etc. This requirement shall be fulfilled separately for each course of study (the course to be counted up to the day before the commencement of the examination).

6.2 A deficiency in the prescribed course (Lectures/Practical or Tutorials) may be condoned by the Director of the Institute as under :-

- | | | |
|--------------------------|---|-----------------------------------|
| (a) Lectures | : | Upto 15% delivered in each paper. |
| (b) Practical | : | Upto 5% in each paper. |
| (c) Tutorial Assignments | : | Upto 15% |

These shall also include loss of attendance due to participation in the Cultural and Sports Assignments etc. Provided that a student who participate in the Inter-university Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth & Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

7. Every candidate shall examine in the subject(s) as laid down in the scheme of examination and Syllabus prescribed by the Academic Council from time to time. A candidate who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless

approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination

The question paper will be set and answer-books examined by single External Examiner or by single Internal Examiners.

Current Topic Seminar paper will be evaluated by a Board of three Internal Examiners appointed by Post-graduate Board of Studies; Practical Papers will be examined jointly by Internal and External Examiners

*8. 20% marks in each paper/practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers:

- (i) One test/ Seminar : 50% marks
for each paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

For Practicals:

- (i) One Seminar/Test/Viva/ : 50% marks
Sessional for each practical paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under :

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Departments/Colleges only/authenticated medical grounds duly approved by the concerned Chairpersons/Principal/Director.

* Amended vide Executive Council Resolution No. 5 (15) of 22.05.2013.

♦8.2 The student shall be required to obtain minimum pass marks in the theory papers/ practicals and Internal Assessment separately. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination

♦8.3 The marks obtained by the candidate in Internal Assessment/Seminar term paper and minor project, duly countersigned by the Director shall be forwarded to the Examinations Branch at least one week before the commencement of the concerned Semester Examination.

♦8.4 The Director of the Institute will preserve the record on the basis of which Internal Assessment/Seminar/Written Assignments/project presentation award have been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned Semester examination

9. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the Controller of Examinations from time to time.

A candidate who re-appears in one or more paper(s)/Practical(s) for the purpose of passing/improvement of division/result shall pay fee for the whole examination.

10. The medium of instruction and examination shall be English.

♥11. The minimum number of marks required to pass the examination in each Semester shall be as under :-

- (i) 40% in each Theory paper;
- (ii) 40% in each Practical Paper;
- (iii) 40% in Current Topic Seminar, Minor Project presentation, and term paper and Internal Assessment..
- (iv) 40% marks in the aggregate of each Semester Examination.

♦ Amended vide Executive Council Resolution No. 5 (15) of 22.05.2013.

♥ Amended vide Executive Council Resolution No. 5 (15) of 22.05.2013.

A student who has passed in theory paper(s) and not qualified in the internal assessment, he/she shall have to re-appear for internal assessment only.

12. A candidate whose result is declared late for no fault of his/her, may either attend classes of the next higher Semester provisionally at his/her own-risk and responsibility, subject to his/her passing the concerned Semester Examination or join the classes of next higher Semester within 10 days of the declaration of the result. In such a case of lectures will be counted from the date a candidate started attending classes or the date of declaration of result whichever is earlier. In case a candidate fails to pass the concerned Semester Examination, his/her attendance in the next higher Semester, in which he/she was allowed to attend classes provisionally, shall stand cancelled.

13. A candidate who having passed the Second Semester Examination, discontinues his/her studies, may be permitted to join Third Semester within two years of his/her passing the Second Semester Examination provided a seat is available in Third Semester.

*14.1 The topic of Project/Dissertation will be approved by the Director of the Institute on the recommendation of the Committee, constituted for the purpose consisting of the Faculty members.

♦14.2 The candidate shall be required to submit two copies of Minor Project Report and M.Sc. Dissertation through his/her supervisor in the Institute of Environmental Studies at the end of fourth Semester. A Supervisor shall be a full time PG Teacher of the Institute of Environmental Studies. However, Joint-Supervisor(s) can be adopted from the Scientists/Teachers outside the Institute, as Co-supervisor. The Project Report/Dissertation will be jointly evaluated on the spot by the external and internal examiners. If a candidate fails to submit the Dissertation on the last date of submission, decided by the Director, and fails to appear for Viva-Voce, he/she will have to appear for the Viva-Voce examination with the next batch. After expiry of above date for submission of Project Report/Dissertation, the extension in date shall be permissible with penalty as laid down in General Rules for Examination. If a candidate fails to submit the Dissertation even during the extended

*Amended vide Executive council Resolution No.17(1) of 11.5.2007, w.e.f the Session 2007-08.

♦Amended vide Executive Council Resolution No.18(4) of 27.11.2009, w.e.f. the Session 2008-09.

period, he/she will be considered to have absented in the Project/ Dissertation paper and his/her result shall be declared accordingly.

15. Candidates shall be required to undergo a summer training (4-5 weeks) with some industry/NGO/Research Institute/Environmental Pollution Control Board/Survey Work related to the environment during the summer vacation. The minor project will be submitted by the student in the 3rd Semester and the student will give a presentation of the summer training programme and will be evaluated by the Departmental Committee of three teachers as approved by the Director of the Institute of Environmental Studies.

♦16. Candidates shall required to undertake a Project Work/ Dissertation work spread over Third and Fourth Semester in the Institute. M.Sc. Dissertation will be based on scientific data collection, field work as well as community participation. They shall be required to submit a comprehensive Project Report on the completion of the Project. The M.Sc. Dissertation will be evaluated by the Internal Supervisor and the one External Examiner. The External Examiner will be appointed by the Post-graduate Board of Studies. The Dissertation report shall be taken into account when he/she re-appears in any future examination under 'Re-appear' Clause 4.

The Director of the Institute of Environmental Studies shall ensure that these guidelines are followed and proper record is maintained and made available to the students also at the appropriate time.

17. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and issue Detailed-Marks-Cards.

18. The list of successful candidates of the Fourth Semester Examination shall be arranged, as under, on the basis of the aggregate marks obtained in the First, Second, Third and Fourth Semester Examinations taken together, and the division obtained by the candidate will be stated in the Degree :-

- (a) Candidates who pass all the four Semester Examinations at the first attempt and within normal duration of the course i.e., two years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'.

♦Amended vide Executive Council Resolution No.18(4) of 27.11.2009, w.e.f. the Session 2008-09.

- | | | |
|-----|--|----------------------|
| (b) | 60 % or more marks | ... First Division. |
| (c) | 50% or more but less than
60% marks | ... Second Division. |
| (d) | below 50% marks | ... Third Division |

19. A successful candidate may publish original result of the Dissertation, as a paper in Journal of repute and will be required to formally inform the Director of the Institute.

20.1 A person who has passed the Master of Science (M.Sc.) in Environmental Science Examination of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student in the Master of Science in Environmental Science Examination thrice in one or more theory paper(s) of all the four Semesters Examination within a period of Five Years of his/her passing the Master of Science in Environmental Science examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance. He/she will then appear in the respective paper(s) of the Semester Examination, simultaneously in December/May. If he/she does not improve his/her performance he/she shall be eligible to do so in the following year(s) which would be treated as Second chance. In case the candidate does not improve his/her performance even in Second chance, he/she will be given third chance to improve his/her performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of the whole examination, by taking into account the marks obtained by him/her in the paper(s) in which he/she re-appeared and the marks obtained by him/her earlier in the remaining paper(s) etc. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Academic Session in which he/she proposes to take the examination for the purpose of improving his/her performance.

20.2 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma Course in Languages and Bachelor of Education (B.Ed.) Examination.

21. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

***ORDINANCE—MASTER OF SCIENCE (M.Sc.) IN GRAPHICS AND
ANIMATION/MULTIMEDIA (FIVE YEAR
INTEGRATED COURSES) EXAMINATION
(Semester System)**

1. The duration of the course of instruction for award of M.Sc. in Graphics & Animation /Multimedia Degree shall be five academic years comprising of ten semesters. Each academic year shall be divided into two semesters i.e. July to December and January to May/June.

1.1. The examinations for the First, Third, Fifth, Seventh and Ninth Semesters shall be held in December/January and for the Second, Fourth, Sixth, Eighth and Tenth semesters in May/June.

1.2. The dates of examination fixed under above clause shall be notified by the Controller of Examinations from time to time to all concerned.

2. The last date(s) by which Examination Forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in KU Cal. Vol. II.

3. A candidate shall be eligible to join First Semester of the relevant 5-year Integrated course, if he/she has passed Senior Secondary Certificate Examination (10+2) with any combination of subjects with English as one of the subjects and with at least 50% marks in aggregate from the Board of School Education, Haryana or any other examination recognized as equivalent thereto.

4. A candidate who has passed the Semesters I and II or III and IV or V and VI or VII and VIII from this university shall be eligible to join the Semesters III, V, VII and IX respectively of the relevant course. This is, however, subject to the provisions made under clause 8.

4.1 A candidate who has passed the B.Sc. in Graphics & Animation /B.Sc. in Multimedia examination from this University or an examination from another University recognised as equivalent thereto,

*Approved vide Executive Council Resolution No. 6(6) of 28.03.2012 w.e.f. the session 2008-09.

shall also be eligible to join M.Sc. in Graphics & Animation/M.Sc. in Multimedia course, as the case may be. This is, however, subject to the provisions made under clause 8.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the university for regular students appearing for that examination.

6. The courses of study and the subjects of examinations shall be as approved by the Academic Council from time to time. The examination shall consist of :

- (a) Written Papers : Written papers will be got set as per University norms.
- (b) Practical Examinations/Viva-voce or Internship: Examinations in practical/Viva-voce shall be conducted jointly by the External and Internal Examiners as recommended by the Board of Studies concerned.
- * (c) Sessionals : 20% marks in each paper/practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers:

- (i) One test/ Seminar : 50% marks
for each paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

For Practicals:

- (i) One Seminar/Test/Viva/ : 50% marks
Sessional for each practical paper
- (ii) One Class test : 25% marks
(one period duration)

* Amended vide Executive Council Resolution No.5(15) of 22.05.2013 w.e.f. session 2012-13

(iii) Attendance : 25% marks

Marks for Attendance will be given as under:

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Departments/colleges only/authenticated medical grounds duly approved by the concerned Chairperson/ Principal.

6.1 The marks obtained in sessional work shall be forwarded in the form of soft and hard copy to the Examinations Branch by the Director of the Institute concerned duly countersigned by him soon after the classes for concerned semester are over.

6.2 The Director of the Institute shall preserve the record on the basis of which the sessional awards have been prepared, for inspection if needed by the University, up to six months from the date of declaration of the semester result.

7.1 The First/Second/Third/Fourth/Fifth/Sixth/Seventh/Eighth/Ninth/Tenth Semester examinations shall be open to a regular student who :

- (a) has passed the requisite qualifying examination as laid down in clause 3, if he is a candidate for the First Semester or is covered under clause 4 or 8, as the case may be;
- (b) has remained on the rolls of the Institute during one semester preceding the examination;
- (c) has his/her Examination form submitted to the Examinations Branch through the Director of the Institute concerned and produces the following certificate :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each subject and 75% of the periods assigned to practical work in each subject in each Semester separately (the course to be counted up to the day before the commencement of the semester examination). Provided that a candidate who has not attended the requisite percentage of lectures/practicals

for any paper(s) will be eligible to take examination only if he/she has secured 75% attendance in aggregate.

7.2 A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the Department as under :

- (a) Lectures : Up to 15% of delivered in each paper.
- (b) Practical : Up to 5% of total in each paper.
- (c) Tutorial Assignments : Up to 15% of total conducted.

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that, a student who participates in the Inter-university Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

8.1 A candidate who has completed the prescribed course of instruction in the Institute for First/Second/Third/Fourth/Fifth/Sixth/Seventh/Eighth/Ninth/Tenth Semester examination, but does not appear in it, or having appeared fails, may be allowed on the recommendation of the Director of the Institute to appear/reappear in that examination, as an ex-student, without attending fresh course of instruction only twice at the subsequent semester examinations. While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s)/Practical(s)/Viva-voce in which he has obtained 40% marks.

8.2 A candidate who has failed in Semesters I and II or III and IV or V and VI or VII and VIII shall be promoted to the III, V, VII and IX Semester, as the case may be, only if he/she has got exemption in the paper(s) mentioned below :

From Part I (Semester I & II) to Part II (Semester III)	If he/she has appeared in Semester II and has cleared at least 50% papers of Semesters I & II taken together. Provided that, promotion to Semester III may be made provisionally till such time the result of Semester II is
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declared.

From Part II (Semesters III & IV) to Part III (Semester V)

If he/she has passed in all the papers of Semesters I & II, appeared in Semester IV and has cleared atleast 50% of papers of Semesters III & IV taken together. Provided that, promotion to Semester V may be made provisionally till such time the results of Semester IV and Semester II (re-appear, if any) are declared.

From Part III (Semesters V & VI) to Part IV (Semester VII)

If he/she has passed in all the papers of Semesters I, II, III & IV, appeared in Semester VI and has cleared atleast 50% papers of Semesters V & VI taken together. Provided that, promotion to Semester VII may be made provisionally till such time the results of Semester VI and Semester IV/II (re-appear, if any) are declared.

From Part IV (Semester VII & VIII) to Part V (IX)

If he/she has passed in all the papers of Semesters I, II, III, IV, V & VI, appeared in Semester VIII and has cleared atleast 50% papers of Semesters VII & VIII taken together. Provided that promotion to Semester IX may be made provisionally till such time the results of Semester VIII and Semester VI/IV (re-appear, if any) are declared.

Provided that a candidate who has appeared in Semesters I and II examination but fails to earn exemption in at least 50% papers, or, having been eligible fails to appear in the examination for good reasons e.g., serious illness, serious calamity like death of father or mother etc. shall be admitted to III Semester provisionally subject to the condition that if he/she is unable to earn exemption in at least 50% papers of Part-I (Semesters I & II) by the next supplementary examination, his/her provisional admission to the III Semester shall stand cancelled. This

provision shall also apply to the promotion of a candidate from Part-II to Part-III; from Part III to Part IV and Part IV to Part V.

8.3. Every student of B.Sc. in Graphics & Animation and B.Sc. in Multimedia shall have to undertake Project(s) as per the scheme of examination. The students of B.Sc. in Graphics & Animation will also have to go for Internship for a period of at least eight weeks in a production house on the dates to be approved by the Director of the Institute. The marks of Internship will be given by the Supervisor of the production house. Every candidate after completion of Internship shall have to submit 3 copies of Internship report at the latest by 31st July with the Director of the Institute. However, after the expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examinations.

8.4. A candidate who fails to pass the B.Sc. in Graphics & Animation /B.Sc. in Multimedia examination within a period of six years of his admission to the course under clause 4.1 or M.Sc. in Graphics & Animation /M.Sc. in Multimedia examination within a period of four years of his admission to the course after B. Sc., under clause 4.2, as the case may be, shall be required to repeat the relevant course *de novo*.

9. The amount of examination fee to be paid by a candidate for each semester shall be as prescribed by the University from time to time. A candidate, who re-appears in one or more paper(s)/practical(s)/semester(s) for the purpose of passing, shall pay fees as for the whole examination.

10. The medium of instruction and examination shall be English or Hindi.

11. The minimum number of marks required to pass the examination shall be 40% in each paper of theory/practical/sessionals/project/internship separately and 40% marks in the aggregate of each semester examination. A candidate who fails in an examination shall be exempted from re-appearing in the paper(s)/practical(s)/sessionals/project/internship in which he/she has obtained at least 40% marks.

12. As soon as possible, after the completion of the examination, the Controller of Examinations shall publish the result of the candidates. The Detailed-Marks-Cards will be issued by the Result Branch.

13. The successful candidates after passing Semesters I, II, III, IV, V and VI examinations of the five year course will be awarded a Graduate Degree of B.Sc. Graphics & Animation/Multimedia, as the case may be, as under :

- ♦(a) The candidates who pass the examination at the first attempt and within minimum duration of the course i.e. three years, obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.
- (b) 60% or more marks First Division.
- (c) 50% or more but less than 60% marks Second Division.
- (d) Below 50% marksThird Division.

14. The candidates who successfully complete the Five Years Integrated course will be awarded M.Sc. in Graphics & Animation/Multimedia Degree, as the case may be on the aggregate marks obtained in all the ten semesters examinations, as under :

- ♦(a) The candidates who pass the examination at the first attempt and within minimum duration of the course i.e. five years, obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.
- (b) 60% or more marks First Division
- (c) 50% or more but less than 60% mark Second Division.
- (d) Below 50% Third Division

Provided that in case of the candidate who took admission in M.Sc. in Graphics & Animation/M.Sc. in Multimedia course after passing B.Sc. course from another University under clause 4.1 above, the classification of division will be made on the basis of the percentage of marks obtained by him in his qualifying examination Semesters VII, VIII, IX and X; and equal weightage will be given to each part/semester.

15. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time of student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the

♦ Amended vide Executive Council Resolution No.5(8) of 22.05.2013.

ordinance and the amended ordinance, if any, shall unless specified otherwise, apply to all the students whether old or new.

ORDINANCE—MASTER OF SCIENCE (M.Sc.) IN INFORMATION TECHNOLOGY EXAMINATION*(Semester System)*

1.1 The duration of the course leading to the Degree of Master of Science in Information Technology shall be of 4 Semesters spread over 2 years. Each year shall be divided into 2 Semesters, i.e., July to November/December and January to April/May. The examination for the First and Third Semester shall ordinarily be held in the month of December/January and for the Second and Fourth Semesters in May/June on such dates as may be notified by the Controller of Examinations.

1.2 Supplementary examinations will be held for re-appear candidates and improvement of division as under :

Semester	When held
(a) First Semester	Alongwith the Third Semester.
(b) Second Semester	Alongwith the Fourth Semester.
(c) Third Semester	Alongwith or after the Fourth Semester.
(d) Fourth Semester	Alongwith or after the Third Semester.

The dates for the examinations shall be notified by the Controller of Examinations to the concerned Department/College.

2. The last date(s) by which the admission examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Calendar Volume-II.

3. A person who has passed one of the following examinations of this University or an examination recognised as equivalent thereto, shall be eligible for admission to the First Semester of the M.Sc. Course in Information Technology :-

B.Sc. degree with at least 55% marks in aggregate and must have passed at least any two subjects of Physics/Mathematics/Electronics/Computer Science/Instrumentation or B.I.S., B.S.I.S. with 55% marks in the aggregate.

OR

B.Sc.(Engg.)/B.Tech./B.E. with at least 55% marks in aggregate in Electronics/Computer/Electrical/Instruments/Software Engg.

OR

B.Sc (Hons.) in Information Technology/Physics/Mathematics/Electronics/Computer Science/Statistics with at least 55% marks.

4. The First/Second/Third/Fourth Semester Examinations shall be open to a regular student who :-

- (i) has passed the requisite qualifying examination as laid down in Clause 3, if he is a candidate for the First Semester Examination and has been on the rolls of the Department/College during one Semester preceding the examination or is covered under Clause 11 or 12 below;
- (ii) has attended not less than 75% of lectures in each paper, Seminars, etc. This requirement shall be fulfilled separately for each course of study (to be counted upto the last day before the commencement of the examination).The Chairperson of the Department/Principal of the College may condone a deficiency upto 10%.

Explanation :

For the purpose of counting of the last date when the classes shall break up for the preparatory holidays, first day of the Semester Examinations and all Semester Classes will have the preparatory holidays from the same date i.e., one week before the date on which the first examination of any Semester commences.

5.1 A candidate who has completed the prescribed course of instruction in the Department/College for any Semester Examination but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the concerned College to appear/re-appear in the Semester Examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction, only twice at the Supplementary Examinations as specified in Clause 1.2 above. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the Paper(s),

Seminar, Dissertation/Project Report, Viva-Voce in which he has obtained at least 40% marks including the marks for Internal Assessment, where prescribed.

5.2 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He shall, however, be allowed promotion to the Third Semester Examination provisionally only if he earns exemption in at least 50% of Theory paper(s) (e.g. 4 out of 8 papers and so on) of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the remaining paper(s) of the First Semester, alongwith the Third Semester and for the paper(s) of the Second Semester alongwith Fourth Semester Examination simultaneously when held.

5.3 A candidate who fails to pass any Semester Examination even in the chances as mentioned above, he will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

6. Every candidate shall be examined in the subject concerned according to the syllabus prescribed by the Academic Council from time to time.

40% marks in each paper excluding Seminar/Dissertation/Project shall be assigned for internal assessment.

50% of the question-papers will be set and answer-books examined by External Examiners. Provided that if External Examiners are not available, the question-papers will be set and Answer-books examined by the Internal Examiners.

Current Topic Seminar paper will be evaluated by a board of three Internal Examiners. Practical Papers will be examined jointly by Internal and External Examiners.

The Chairperson of the Department/Principal of the College shall forward the internal assessment marks on the basis of periodical test, Seminars/Viva-Voce and written assignments, to the Controller of Examinations at least one week before the commencement of the Semester Examination.

7. The Chairperson of the Department/Principal of the College will preserve the internal assessment awards for inspection, if needed by the University upto six months from the date of declaration of the Semester Examination results.

8. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate who re-appears in one or more Paper(s)/Practical(s) for the purpose of passing/improvement of division shall pay fee as for the whole examination.

9. The medium of instruction and examination shall be English.

10. Minimum pass percentage of marks in each Semester shall be as under :-

- (i) 40% in each Theory paper;
- (ii) 40% in each Practical paper;
- (iii) 40% in Current Topic Seminar, Dissertation/Project Report and Dissertation/Project Viva-Voce;
- (iv) 40% in the aggregate.

11. A candidate whose result is declared late for no fault of his may either attend classes of the next higher semester provisionally at his own risk and responsibility, subject to his passing the concerned Semester Examination or join the classes of next higher semester examination within 10 days of the declaration of the result. In such a case the lectures will be counted from the date a candidate started attending classes or the date of declaration of result whichever is earlier. In case a candidate fails to pass the concerned Semester Examination, his attendance/internal assessment in the next higher semester in which he was allowed to attend classes provisionally shall stand cancelled.

12. A candidate who having passed the Second Semester Examination, discontinues his studies, may be permitted to join Third Semester within two years of his passing the Second Semester Examination provided a seat is available in the Third Semester.

13. Candidate shall be required to undertake a Project Work/Dissertation Work related to Information Technology for a period of three months immediately after the completion of Second Semester Examinations i.e., during June to August. The Project Work should be undertaken in a reputed Industry/National level R&D institutions related to Information Technology. They shall be required to submit a comprehensive Project Report on the completion of the Project for evaluation.

14.1 The subject of Project/Dissertation will be as approved by the Board of Post-graduate Studies.

14.2 The candidate shall be required to submit two copies of his Project Report/Dissertation. The last date for receipt of Project Report/Dissertation in the office of the Controller of Examinations shall be two weeks before the commencement of the Third Semester Examinations. Extension in date for submission of Project/Dissertation will be admissible as provided in the rules. If a candidate fails to submit the Dissertation/Project even during the extended period he will be considered to have absented in the Project/Dissertation and his result shall be declared accordingly.

14.3 The marks obtained by the candidate for the Project/Dissertation shall be taken into account when he re-appears in any future examination under 'Re-appear' Clause 5.

15. Candidate shall be required to undertake a Project Work/Dissertation Work related to Information Technology spread over Third and Fourth Semester in the Department/an Industry/Research Institutions. They shall be required to submit a comprehensive Project Report on the completion of the Project for evaluation by a panel of three Internal Examiners.

16. The Practical Examination in each Semester where prescribed shall be conducted by a Board of two Examiners (one of them being an External Examiner).

The evaluation of the sessional work and seminars shall be conducted in accordance with the guidelines laid down by the Board of Studies. The Chairperson of the Department shall ensure that these guidelines are followed and proper record is maintained and made available to the students also at the appropriate time.

17. A candidate who fails to pass all the Four Semester Examination within four years of his admission to the First Semester M.Sc. Course shall be required to pursue the course *ab initio* if he/she desires to pass the course after the time limit.

18. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and issue Detailed-Marks-Cards.

19. The list of successful candidates of the Fourth Semester Examination shall be arranged as under in three division on the basis of the aggregate marks obtained in the First, Second, Third and Fourth Semester Examinations taken together, and the division obtained by the candidate will be stated in the degree :

- (i) Those who obtain 60% or more marks ... First Division.

- (ii) Those who obtain 50% or more but less ... Second Division.
than 60% marks
- (iii) Those who obtain 40% or more but less ... Third Division.
than 50% marks
- (iv) Candidate who pass all the Four Semester Examinations at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

20. A successful candidate may publish original result of the Dissertation, if permitted by the Chairperson of the Department/Principal of the College as a paper in a Journal of repute.

21.1 A person who has passed the Master of Science (M.Sc.) in Information Technology Examination of this University and is desirous of improvement of his performance/division, will be allowed three chances to appear as an ex-student in the M.Sc. Information Technology Examination in one or more theory paper(s) of odd and/or even Semester Examination(s) within a period of five years of his passing the M.Sc. Information Technology Examination. Such a candidate in the first instance shall be required to intimate all the papers in which he would like to improve his performance/division. He will then appear in the respective papers of the concerned Semester(s) Examination.

21.2 The result of such a candidate shall be declared only if he improves his performance in the aggregate of the whole examination, by taking into account the marks obtained by him in the paper(s) in which he re-appeared and the marks obtained by him earlier in the remaining paper(s) etc. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the syllabus in force for the regular students for that Semester Examination.

22. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

***ORDINANCE—MASTER OF LAWS (LL.M.) EXAMINATION**
(Semester System)

1.1 The duration of the course of instruction for the award of Master of Laws (LL.M.) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in the month of December/January and for the Second and Fourth Semesters in May/June.

1.3 The dates of examination fixed under above Clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which Examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3. A person who has passed with at least 55% marks in the aggregate, the LL.B. (Professional) Examination of Kurukshetra University, or an examination recognized as equivalent thereto, shall be eligible to join First Semester of the LL.M. Course.

4. A person who has passed the LL.M. I and II Semester examination of Kurukshetra University shall be eligible to join the LL.M. III Semester Class. This is, however, subject to clause 8 below.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

6.1 The First/Second/Third/Fourth Semester Examinations shall be open to a regular student who :-

- (a) has passed the requisite qualifying examination as laid down in clauses 3 and 4, as the case may be.

*Approved vide Executive Council Resolution No.13(7) of 12.6.2009, w.e.f. the Session 2008-09.

- (b) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department of Law and produces the following certificates :
- (i) of having remained on the rolls of the Department/College for the Semester preceding the examination;
 - (ii) of having attended not less than 66% of the lectures in each of the subjects as also in Seminars, if any (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of Lectures for any paper(s) will be eligible to take examination in the remaining paper(s).

6.2 The Chairperson of the Department of Law may condone attendance short of those required by the rules if the student had attended 66% of the lectures in the aggregate for the concerned Semester examination.

Provided that if the percentage of attendance is deficient on account of :-

- (i) Participation in Inter-University, University of Inter-Collegiate Sports Tournaments/Youth Festivals/University Level Debates, National and International Tournaments, with the previous sanction of the Chairperson;

OR

- (ii) attendance at the N.C.C. Camps or University Educational Excursions or other extra-curricular activities, certified by the Chairperson.
- (iii) attendance at Mountaineering Course :-
 - (a) by N.C.C. students;
 - (b) by students sent by the Youth & Cultural Affairs Department;
- (iv) voluntary donation of blood, certified by a Govt. Doctor of Gazetted rank or University Medical Officer;

- (v) attendance and/or participation in the All India Moot Court/Debate competitions and attendance at the extension lectures organized by the Law Department;

Credit may be given for the number of days on which lectures were delivered or tutorials or practical work done during this period of attendance or participation aforesaid, provided that the total period of absence shall not exceed 11 days in a Semester and that for (iv) above it shall not exceed 2 days.

7.1 A candidate who has completed the prescribed course of instruction in the Department of Law for any semester examination, but does not appear in it for good reasons e.g. serious illness, serious calamity like death of father or mother etc., or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department of Law, to appear/re-appear in the semester examination/paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the Supplementary Examinations, when held. While appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s) in which he/she has obtained atleast 50% marks.

7.2 A candidate for the LL.M. Examination must pass all the four Semester examinations within five years of his/her admission to the First Semester of LL.M. course, failing which he/she will be deemed to be unfit for Post-graduate studies in Law and shall not be further admitted to this University for such a course.

8.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory papers (e.g. 3 out of 6 papers and so on) of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

8.2 Every student of II Semester who is entitled to be promoted to III Semester shall submit an application on the prescribed form for fresh admission to III Semester on or before the date(s) notified by the Chairperson of the Department of Law. Admission may be refused by the Chairperson on reasonable grounds.

9. The amount of examination fee to be paid by a candidate for each Semester shall be as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s), shall pay fee as for the whole examination.

10. The medium of instruction and examination for LL.M. Course shall be English. This is, however, subject to relaxation as per Executive Council resolution No.47 of 30.12.1988 i.e., the medium of examination shall be English or Hindi if the facilities in the department are available.

11.1 A candidate shall be required to write a dissertation on a topic from the groups offered by him/her in LL.M. Part-I or in LL.M Part-II Examination. The topic of Dissertation of a candidate will be approved by the Chairperson of the Department. The candidate shall submit to the Chairperson of the Department an application for the approval of the topic for the Dissertation immediately after promotion to LL.M. IV Semester. The Supervisor shall be approved by the Chairperson keeping in view the topic of the Dissertation.

11.2 A candidate promoted to LL.M. IV Semester shall be eligible to submit the Dissertation upto 30th June of the Academic Session. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examination.

11.3 Every candidate shall be required to submit one copy of the Dissertation alongwith a brief abstract of the same giving an account of his/her research and its findings which will not exceed 300 words for consideration of the examiner. The Dissertation shall be examined by one External Examiner only. The last date for the receipt of the Dissertation in the Examination Branch shall be in accordance with the Clause 11.2.

If a candidate fails to submit the Dissertation even during the extended period, he/she shall be considered to have absented in the Dissertation paper and his/her result shall be declared accordingly.

11.4 There shall not be any re-evaluation of the Dissertation submitted nor a candidate shall be permitted to submit another Dissertation. However, if a candidate obtains less than qualifying marks in the Dissertation submitted by him/her, he/she may be required to revise the Dissertation on the same topic within three months. The

ORDINANCE—MASTER OF LAWS (LL.M.) EXAMINATION
(Annual System)

1.1 The duration of the course of instruction for the Master of Laws (LL.M.) Examination shall be two academic years. There shall be actual teaching for a minimum of 180 days in each academic year excluding the admission, preparation and examination days.

1.2 The examination shall be held in two Parts, viz., Previous at the end of the course of First Year and Final at the end of the course of Second Year ordinarily in the month of April/May on the dates fixed by the Vice-Chancellor.

1.3 The dates of examination fixed under this Clause shall be notified by the Controller of Examinations to the Chairperson, Department of Law.

2. The last date(s) by which Examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3. A person who has passed with at least 55% marks in the aggregate, the LL.B. (Professional) Examination of Kurukshetra University, or an examination recognised as equivalent thereto, shall be eligible to join the LL.M. (Previous) Class.

4. A person who has passed the LL.M. (Previous) Examination of the Kurukshetra University, shall be eligible to join the LL.M. (Final) Class. This is, however, subject to Clause 7 below.

5. The examination in Previous/Final shall be open to a student who :-

- (a) has passed the requisite examination as laid down in Clause 3 or 4 as the case may be; and
- (b) has his name submitted to the Controller of Examinations by the Chairperson of the University Department he has most recently attended and produces the following certificates signed by him :-
 - (i) of having remained on the rolls of the University Department for the academic year preceding the examination;

- (ii) of having attended not less than 66% of the lectures in each of the subjects as also in Seminars, if any (to be counted upto the day before the commencement of the examination). However, in exceptional cases, the Chairperson of the Department of Law may condone attendance short of those required by the Rules, if the student had attended 66% of the lectures in the aggregate for the examination concerned.

Provided that if the percentage of attendance is deficient on account of :-

- (i) participation in Inter-University, University or Inter-Collegiate Sports Tournaments/Youth Festivals, University Level Debates, National and International Tournaments, with the previous sanction of the Chairperson.

OR

- (ii) attendance at the N.C.C. Camps or University Educational Excursions or other extra-curricular activities, certified by the Chairperson.
- (iii) attendance at Mountaineering Courses :-
 - (a) by N.C.C. students.
 - (b) by students sent by the Youth and Cultural Affairs Department.
- (iv) voluntary donation of blood, certified by Govt. Doctor of Gazetted rank or University Medical Officer.
- (v) attendance and/or participation in the All India Moot Court/Debate competitions and attendance at the extension lectures organised by the Law Department.

Credit may be given for the number of days on which lectures were delivered or tutorials or practicals work done during this period of attendance or participation aforesaid, provided that the total period of absence shall not exceed 21 days in any academic year and that for (iv) above it shall not exceed 2 days.

6.1 A student who has completed the prescribed course of instruction in the Department of Law for Previous/Final Examination but does not appear in it, for good reasons, e.g., serious illness, serious

calamity like death of father or mother etc., or, having appeared fails, may be allowed on the recommendations of the Chairperson of the Department of Law, two chances within the period of five years of his admission to the course to appear/re-appear in the examination/paper(s) as the case may be, as an ex-student, without attending a fresh course of instruction within the period of five years of his admission to the course. This is, however, subject to Clause 6.2 below. While appearing in the examination a candidate shall be exempted from re-appearing in the paper(s) in which he has obtained at least 50% marks.

6.2 A candidate for the LL.M. Examination must pass the whole examination (Previous as well as Final) within Five Years of his admission to the LL.M. Course, failing which he will be deemed to be unfit for Post-graduate Studies in Law and shall not be further admitted to this University for such a course.

7. A candidate shall be allowed to proceed from LL.M. (Previous) to LL.M.(Final) Class if he has got exemption in at least two papers. Subject to the number of chances as provided in Clause 6 above, such a candidate shall be allowed to appear in the remaining paper(s) of LL.M. (Previous) alongwith the LL.M. (Final) Examination. Provided that if such a candidate fails to pass the LL.M.(Previous) Examination, his result for LL.M. (Final) Examination shall be declared provisionally.

8. A candidate shall submit his examination admission application on the prescribed form with the required certificates duly countersigned by the Chairperson of the Department of Law.

9. The amount of examination fee to be paid by a candidate shall be such as prescribed by the Controller of Examinations from time to time.

10. The medium of instruction and examination for LL.M. Course shall be English. This is, however, subject to relaxation as per Executive Council resolution No. 47 of 30-12-1988 i.e. the medium of examination shall be English or Hindi if the facilities in the Department are available.

11. Candidates shall be examined according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the Syllabus prescribed by the University for regular students appearing for that examination.

12.1 A candidate shall be required to write a dissertation on a topic from the groups offered by him in LL.M. Part-I or in LL.M. Part-II Examination. The topic of Dissertation of a candidate will be approved by the Chairperson of the Department. The candidate shall submit to the Chairperson of the Department an application for the approval of the topic for the Dissertation immediately after admission in LL.M. Part-II. The Supervisor shall be approved by the Chairperson keeping in view the topic of the Dissertation.

*12.2 A candidate promoted to LL.M. Part-II shall be eligible to submit the Dissertation upto 31st March of the Academic Session of LL.M. Part II. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examinations.

12.3 Every candidate shall be required to submit one copy of the Dissertation alongwith a brief abstract of the same giving an account of his research and its findings which will not exceed 300 words for consideration of the examiner. The Dissertation shall be examined by one External Examiner only. The last date for the receipt of the Dissertation in the office of the Controller of Examinations shall be in accordance with the Clause 12.2.

If a candidate fails to submit the Dissertation even during the extended period, he shall be considered to have absented in the Dissertation paper and his result shall be declared accordingly.

12.4 There shall not be any re-evaluation of the Dissertation submitted nor a candidate shall be permitted to submit another Dissertation. However, if a candidate obtains less than qualifying marks in the Dissertation submitted by him, he may be required to revise the Dissertation on the same topic within three months. The marks obtained by him in Dissertation shall be taken into account in declaring his result.

13. The minimum number of marks required to pass the examination i.e. previous as well as final, shall be 50% in each Written Paper/Dissertation.

14. Four weeks after the termination of the examination, or as soon thereafter as possible, the Controller of Examinations shall publish the result and issue Detailed-Marks-Card.

*Amended vide Executive Council Resolution No.40(10) of 31.01.2003, w.e.f. the session 2002-03.

15. The result of candidates who have passed both Parts shall be classified into divisions as under on the basis of the aggregate marks obtained in Part-I and Part-II Examinations taken together and the division obtained by the candidate will be stated in his Degree :-

- (a) Those who obtain 65% or more marks ... First Division.
- (b) Those who obtain 50% or more but less ...Second Division.
than 65% marks
- (c) Candidates who pass both Parts at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

16. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the Course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance, and the amended Ordinance, if any, shall apply to all students whether old or new.

**♥ORDINANCE—MASTER OF LIBRARY & INFORMATION SCIENCE
(M. Lib. & Inf. Sc.) EXAMINATION (*Semester System*)**

1.1 The duration of the course leading to the award of Master of Library and Information Science (M. Lib. & Inf. Sc.) Degree shall be one academic year comprising of two Semesters.

1.2 The examination for the First Semester shall ordinarily be held in the month of November/December and for the Second Semester in the month of May.

1.3 Supplementary Examinations shall ordinarily be held in the month of November/December for re-appear candidates who have failed in not more than 50% papers of the total papers of that semester.

1.4 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to the Chairperson of the University Department concerned.

2. The last date(s) by which Examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto, shall be eligible for admission to the First Semester of Master of Library and Information Science Course :

(a) For Candidates deputed from Institutions of Haryana State :

Bachelor of Library and Information Science Course obtaining not less than 50% marks in the aggregate.

(b) For Other Candidates :

Bachelor of Library and Information Science Course obtaining not less than 55% marks in the aggregate.

4. Every candidate shall be examined in the subjects as laid down in the scheme of examination and Syllabus as prescribed by the Academic Council from time to time. A candidate who fails in an

♥Approved vide Executive Council Resolution No.17(2) of 11.5.2007, w.e.f. the Academic Session 2006-07.

examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

5. The First/Second Semester examination shall be open to a regular student who :

- a) has passed the requisite qualifying examination as laid down in clause 3 above, if he/she is a candidate for the First Semester examination, or has passed the First Semester Examination if he/she is a candidate for the Second Semester Examination. This is, however, subject to clause 7 below;
- b) has remained on the rolls of the Department of Library and Information Science during one semester preceding the examination; and
- c) has his/her name submitted to the Controller of Examinations by the Chairperson of the Department and produces the following certificates signed by Chairperson :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each subject/paper, practical and tutorial separately in each semester. (The lectures will be counted up to the day before the commencement of the examination).

6. A deficiency in the prescribed course (lectures or practicals or tutorials) of First/Second Semester may be condoned by the Chairperson of the University Department as under :

- (a) Lectures : Up to 15% delivered in each paper.
- (b) Practicals : Up to 5% in each paper
- (c) Tutorial Assignments : Up to 15%

These shall also include loss of attendance due to participation in cultural and sports assignment, etc. Provided that a student who participates in the Inter-University Tournaments/Youth Festivals shall be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the

Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

♦7.1 A candidate who has completed the prescribed course of instructions in the University Department for any semester examination, but does not appear in it, or having appeared fails, may be allowed on the recommendation of the Chairperson of the Department concerned to appear/re-appear in the Semester Examination/ paper(s), as the case may be, at the next regular examination for that semester when such examination is held, as an ex-student, without attending fresh course of studies only twice. While re-appearing in the examination the candidate shall be exempted from re-appearing in the paper(s)/practical(s) in which he/she has obtained at least 45% marks.

A candidate, who fails to pass the Master of Library & Information Science Examination within a period of three years of his admission to the First Semester of the course, shall be deemed to be unfit for the Master of Library and Information Science Course at this University.

8. The amount of examination fee to be paid by a candidate for each semester shall be as prescribed by the University from time to time.

A candidate who re-appears in one or more paper(s)/semester(s) for the purpose of passing/improvement of division shall pay fee as for the whole examination.

♦9. The minimum number of marks required to pass the examination in each semester shall be 45% in each paper (Written and Practical separately).

10. The medium of instruction shall be English/Hindi.

The question paper shall be set in English and Hindi.

The candidate shall write their answers in English or Hindi.

11.1 The subject of Dissertation of a candidate will be approved by the Chairperson of the Department in consultation with the Staff Council.

♦ Amended vide Executive Council Resolution No.3(10) of 31.10.2013 w.e.f session 2013-14.

The last date for the receipt of application regarding the topic of the Dissertation alongwith synopsis shall be 30th October of the year of admission.

11.2 Every candidate shall be required to submit two copies of this Dissertation alongwith a brief abstract of the same giving an account of the investigation/research conducted and its main findings (which will not exceed 500 words) for approval of the examiners. Every candidate shall have to appear in Vive-voce on his/her Dissertation.

11.3 The Dissertation shall be evaluated jointly by the External and Internal Examiners. The same External and Internal Examiners shall also hold the Viva-Voce Examination. If the Examiners for the Dissertation and/or Viva-Voce are unable to agree and the difference in the award is upto 10% of the maximum marks, the average of two shall be taken as final award. If the difference between the External and Internal Examiners is more than 10% of the maximum marks, the appointment of the third examiner shall be made by the Vice-Chancellor on the recommendations of the Chairperson of the University Department/ Principal of the College concerned, and average of the two nearest awards shall be treated as final.

The last date for receipt of Dissertation in the office of the Controller of Examinations shall be 15th April of the year. However, after expiry of the above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examinations. If the candidate fails to submit the Dissertation even during the extended period he/she will be considered to have absent in the Dissertation paper and his/her result shall be declared accordingly.

A candidate who has submitted a Dissertation as a part of his/her examination may withdraw the same before it has been examined but once it is examined and the candidate obtains the minimum pass marks, he/she shall not be permitted to withdraw it or submit another Dissertation in lieu thereof. The marks obtained by him/her for the Dissertation shall be taken into account when he/she appears in any future examination for the purpose of passing therein, or for improving the division.

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

13. The result of candidates who have passed both the Semester Examinations shall be classified into divisions, as under, on the basis of aggregate marks obtained in the First and Second Semester Examinations taken together, and the division obtained by the candidate will be stated in his/her Degree :

- (a) Candidates who pass both the Semester Examinations in the first attempt and within the normal duration of the course i.e. one year, obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.
- (b) Those who obtain 60% or more marks ... First Division.
- (c) Those who obtain 50% or more but less than 60% marks ... Second Division.
- ♦(d) Below 50% marks Third Division

14.1 A candidate who has passed the Master of Library and Information Science Examination of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student in the Master of Library & Information Science Examination thrice in one or more Theory Paper(s) within a period of five years of his passing the Master of Library & Information Science Examination. Such a candidate in the first instance shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance. He/she will then appear in the respective paper(s) in the First and Second Semester Examinations simultaneously in November/December and/or May. If he/she does not improve his/her performance he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case he/she does not improve his/her performance even in second chance, he/she shall be eligible to do in the third chance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of the whole examination, by taking into account the marks obtained by him/her in the paper(s) in which he/she re-appeared and the marks obtained by him/her earlier in the remaining paper(s) etc. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

♦ Amended vide Executive Council Resolution No.3(10) of 31.10.2013 w.e.f session 2013-14.

Provided that the candidate would be allowed to take the examination according to the syllabus in force for the regular students for that semester examination.

14.2. A candidate who re-appears in the examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma Courses in Languages.

Transitory provision :

Candidates admitted to Master of Library & Information Science Course under annual system in 2005-2006 or earlier shall be governed by the old rules.

**ORDINANCE—MASTER OF LIBRARY & INFORMATION SCIENCE
(M. Lib. & Inf. Sc.) EXAMINATION (Annual System)**

1.1 The duration of the course of instruction for the Master of Library and Information Science (M.Lib. & Inf. Sc.) Degree shall be one academic year. There shall be actual teaching for a minimum of 180 days in each academic year excluding the admission, preparation and examination days. The examination shall ordinarily be held annually in the month of April on the dates to be notified by the Controller of Examinations.

1.2 Supplementary Examination will be held in December/January in the same year for candidate who have failed in not more than 50% papers of Annual Examination and for improvement of division/result.

2. The last date(s) by which Examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3. A person who has passed one of the following examinations of this University, or an examination recognised as equivalent thereto, shall be eligible to join the Master of Library & Information Science Course :-

(a) For Candidates deputed from Institutions of Haryana State :

Bachelor of Library & Information Science obtaining not less than 50% marks in the aggregate.

(b) For Other Candidates :

Bachelor of Library & Information Science obtaining not less than 55% marks in the aggregate.

4. The examination shall be open to any regular student who :-

(a) has passed the requisite qualifying examination as laid down in Clause 3 above or is covered under Clause 6 below;

(b) has remained on the rolls of University Department of Library & Information Science during one year preceding the examination;

- (c) has his name submitted to the Controller of Examinations by the Chairperson of the Department of Library & Information Science and produces the following certificates signed by him;
- (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each subject paper, practical and tutorial separately (the course to be counted upto the day before the commencement of the examination).

5. A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the Department as under :-

- | | |
|-------------------------|--|
| (a) Lectures | Up to 15% of the lectures delivered in each paper; |
| (b) Practicals | Up to 5% in each ; |
| (c) Tutorial Assignment | Up to 15%. |

These shall also include loss of attendance due to participation in cultural and sports assignments etc. Provided that a student who participate in the Inter-University Tournaments/Youth Festivals shall be allowed additional condonation on this ground of upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

6.1 A candidate who has failed in one or more paper(s) or having been eligible, fails to appear in the examination for good reasons, may be allowed on the recommendation of the Chairperson of the University Department concerned to appear/re-appear only twice in the paper(s) at the subsequent Examination as specified in Clause 1 above. Such a candidate shall be exempted from re-appearing in the paper(s) in which he may have obtained at least 50% marks.

6.2 A candidate who fails to pass the Master of Library & Information Science Examination within a period of three years of his admission to the course, shall be deemed to be unfit for the Master of Library & Information Science Course at this University.

7. Every candidate shall be examined according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. However, Syllabus for the re-appear/failed candidates for the Supplementary Examination shall be the same according to which they appeared as regular student.

8. The amount of examination fee to be paid by a candidate shall be the same as prescribed by the Controller of Examinations from time to time.

A candidate who re-appears in one or more paper(s) shall pay fee as for the whole examination.

9. The medium of instruction and examination shall be English. This is, however, subject to relaxation as per Executive Council Res. No.47 of 30.12.1988 i.e. the medium of examination shall be English or Hindi if the facilities in the Department are available.

10.1 The subject of dissertation of a candidate will be approved by the Chairperson of the Department in consultation with the Staff Council. The last date for the receipt of applications regarding the topic of the Dissertation alongwith synopsis, shall be 30th October of the year of admission.

10.2 Every candidate shall be required to submit two copies of this Dissertation alongwith a brief abstract of the same giving an account of the investigation/research conducted and its main findings (which will not exceed 500 words) for approval of the examiners. Every candidate shall have to appear in Viva-Voce on his Dissertation.

10.3 The Dissertation shall be evaluated jointly by the External and Internal Examiners. The same External and Internal Examiners shall also hold the Viva-Voce examination. If the Examiners for the Dissertation and/or Viva-Voce are unable to agree and the difference in the award is upto 10% of the maximum marks, the average of two shall be taken as final award. If the difference between the External and Internal Examiner(s) is more than 10% of the maximum marks, the appointment of third Examiner shall be made by the Vice-Chancellor on the recommendation of the Chairperson of the University Department/ Principal of the College concerned, and average of the two nearest awards shall be treated as final.

The last date for receipt of dissertation in the office of the Controller of Examinations shall be 15th April of the final year

examination, However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examinations. If the candidate fails to submit the Dissertation even during the extended period he will be considered to have absented in the Dissertation paper and his result shall be declared accordingly.

A candidate who has submitted a Dissertation as a part of his examination may withdraw the same before it has been examined but once it is examined and the candidate obtains the minimum pass marks, he shall not be permitted to withdraw it or submit another Dissertation in lieu thereof. The marks obtained by him for the Dissertation shall be taken into account when he appears in any future examination for the purpose of passing therein, or for improving the division.

♦11. The minimum number of marks required to pass the examination shall be 45% in each paper (Written and Practical) separately.

A candidate who fails in the examination shall be exempted from re-appearing in paper(s)/ practical(s) in which he may have obtained at least 45% marks.

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Cards.

13. The result of the candidates who have passed Master of Library & Information Science Examination shall be classified into division as under on the basis of the aggregate marks obtained in the Examination and the division obtained by the candidate will be stated in his Degree :-

- ♦(a) The candidates who pass the Examination in the first attempt and within the normal duration of the course i.e. one year obtaining 75% or more marks in the total aggregate shall be declared to have passed with 'Distinction'.
- (b) Those who obtain 60% or more marks ... First Division
- (c) Those who obtain 50% or more but less than 60% marks ... Second Division

♦ Amended vide Executive Council Resolution No.3 (10) of 31.10.2013 w.e.f session 2013-14.

(d) Below 50% marks ... Third Division

14. A candidate who has passed the Master of Library & Information Science Examination from this University may appear in one or more additional papers, in which he has not already passed. The examination fee for appearing in each paper shall be the same as prescribed by the University from time to time.

A candidate shall, in order to pass in the additional paper(s) be required to obtain at least 50% marks in each paper.

15.1 A person who has passed the Master of Library & Information Science (M.Lib. & Inf.Sc.) Examination of this University and is desirous of improving his performance, will be allowed to appear as an ex-student in the M.Lib. & Inf.Sc. thrice in one or more theory paper(s) of previous and/or final examination within a period of five years of his passing the M.Lib. & Inf.Sc. Examination. Such a candidate in the first instance shall be required to intimate all the paper(s) in which he would like to improve his performance. He will then appear in the respective paper(s) at the previous and/or final simultaneously in April/May and/or in Supplementary Examination. If he does not improve to do so in the following year(s) which would be treated as second chance. In case he does not improve his performance even in second chance, he shall be eligible to do in the third chance.

The result of such a candidate shall be declared only if he improves his performance in the aggregate of the whole examination, by taking into account the marks obtained by him in the paper(s) in which he re-appeared and the marks obtained by him earlier in the remaining paper(s) etc. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate would be allowed to take the examination according to the syllabus in force for the regular students for that examination.

15.2 A candidate who re-appears in the examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma Course in Languages

**ORDINANCE—MASTER OF BUSINESS ADMINISTRATION
EXAMINATION (3-Year) (Annual System)**

1.1 The duration of the course leading to the degree of Master of Business Administration shall be of three academic years. The instruction shall be imparted through the Directorate of Distance Education.

1.2 The examination shall be held annually in three Parts, viz., Part-I at the end of First Year, Part-II at the end of Second Year and Part-III at the end of Third Year, ordinarily in the month of May/June on the dates to be notified by the Controller of Examinations.

1.3 Supplementary Examination will be held in November/December in the same year for re-appear candidates who have failed in not more than 50% papers in the Annual Examination, on the dates notified by the Controller of Examinations.

2. The last date(s) by which examination forms and fees must reach the Controller of Examinations shall be as per Appendix-I in K.U. Calendar Vol. II.

3. The instruction will be provided through the supply of the printed study material and/or Books published by eminent authors and/or electronic study material, evaluation of response sheets, counselling of students by the teacher/course coordinator or through any other method as may be deemed necessary for promoting learning by the Directorate from time to time. Students are required to consult the books prescribed/recommended for references in the syllabi as the study material supplied by the Directorate is only to supplement learning and to support the books referred to in the syllabi. Instruction through study material will further be supplemented by the Personal Contact Programme of short duration as may be decided by the Directorate from time to time. Efforts will be made to cover the deficiency in the supply of instructional material, if any, in the Personal Contact Programme.

4.(i) A person who has passed Bachelor's Degree Examination from Kurukshetra University, Kurukshetra or any other recognized University shall be eligible for this course.

Provided that the candidates who are placed under compartment in their qualifying examination shall not be allowed admission even provisionally. However, such candidates can seek admission after passing the compartment subject in the Supplementary Examination to be held in September/October during the said session with usual late fee.

♦(ii) A person who has passed Part-I or Part-II of MBA Examination (3-year course) from this University or any other recognized University shall be eligible for admission to MBA Part-II or Part-III, respectively.

♦(iii) The candidate having passed two years Post-graduate Diploma in Business Management/Human Resource Management/ Financial Management/Marketing Management/Tourism & Hotel Management OR after passing 2 year MBA/ M.Com./P.G. Diploma having any content of Management/Administration of this University or any other University/Institute recognized by UGC/AICTE/DEC/Govt. of India/State Governments shall be eligible for admission to MBA Part-III under Lateral Entry Scheme.

5. The examination in Part-I/II/III shall be open to a student who :

- (a) has passed the requisite qualifying examination as laid down in Clause 4 above or is covered under Clause 7 below.
- (b) has remained on the rolls of the Directorate of Distance Education during the academic year preceding the examination and produces the certificate of having attained the minimum attendance as prescribed in the Prospectus of the Directorate of Distance Education at the Personal Contact Programme for Theory papers unless exempted from attending the same by the Director (DE) wholly or partially for valid reasons.

6. The deficiency in the prescribed attendance at PCP may be condoned by the Director, Distance Education upto the limit for condonation of lectures in PCP as prescribed in the Prospectus of the Directorate.

7. A student who has completed the prescribed course of instruction in the Directorate of Distance Education, but does not appear in it, or having appeared fails, may be allowed on the recommendation of the Director, Distance Education to appear/re-appear in the examination, as an ex-student, without attending fresh course of instruction, only twice subsequent to the Annual Examination in which he was due to appear. This is, however, subject to the provisions made under Clause 8 below. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s) Training Report, Viva-Voce in which he

♦ Amended vide Executive Council Resolution No(5 (14) of 22.05.2013.

has obtained at least 40% marks. Provided that a candidate shall be promoted from Part-I to Part-II if he has got exemption in at least 50% papers of Part-I and from Part-II to Part-III if he has passed Part-I class and has got exemption in at least 50% papers of Part-II subject to the number of chances as provided above.

8. A candidate who fails to pass the whole examination (Part-I, II & III) within six years of his admission to the course, shall be required to repeat the course *de novo*. However, a candidate who joins directly in Part-III under lateral entry, after having passed two years Post-graduate Diploma mentioned in Clause 4(ii) above shall be required to pass Part-III examination within three years.

9. Every candidate shall be examined according to the scheme of examination and the syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or having been eligible, fails to appear in the examination, shall unless approved otherwise by the Academic Council take the examination according to the Syllabus prescribed by the University for regular students of the Directorate of Distance Education. Provided that the syllabus for the candidates appearing at Supplementary Examinations shall be the same as was in force for the preceding annual examination.

10.1 After the first year examination the candidate shall be required to undergo six weeks On-the-Job Training in a reputed concern/firm duly approved by the Coordinator/Director, Distance Education. The candidate shall be required to submit one copy of his Training Report in the Directorate of Distance Education upto 28th February of Part-II of the Course. The Training Report shall be evaluated by the external examiner.

10.2 The marks obtained by the candidate in the papers of viva-voce and Training Report, if passed, shall be taken into account when he re-appears in any future examination under Clause 7 above. In case the candidate fails in the training report he shall have to submit the training report again.

11. The amount of examination fee to be paid by a candidate shall be as prescribed by the University from time to time. A candidate who re-appears in one or more paper(s) shall pay examination fee as for the whole examination.

12. The medium of instruction and examination shall be English.

13. The minimum marks required to pass the examination shall be :-

- (i) 40% in each written paper/training report/viva-voce separately.
- (ii) 40% in the aggregate.

14. As soon as possible, after the termination of the examination the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Card.

15. The candidates who pass the examination shall be classified, as under, on the basis of the aggregate marks obtained in Part-I,II & III examinations taken together and the division obtained by the candidate will be stated in his degree :-

- (a) Those who obtain 60% or more marks First Division.
- (b) Those who obtain 50% or more but less than 60% marks Second Division.
- (c) Those who obtain 40% or more but less than 50% marks Third Division.

Candidates who pass all the three Parts at the first attempt and within the minimum duration i.e. three years after obtaining 75% or more marks of the aggregate shall be declared to have passed with 'DISTINCTION'.

16. Notwithstanding the integrated nature of the course, which is spread over more than one academic year the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

***ORDINANCE—MASTER OF BUSINESS ADMINISTRATION
[MBA/MBA (HONS.)/MBA (SERVICE
MANAGEMENT)] EXAMINATION (*Semester System*)**

1.1 The duration of the course leading to the award of Master of Business Administration [MBA/MBA (Hons.)/MBA (Service Management)] Degree, shall be two academic years, comprising of four Semesters. Each year shall be divided into two Semesters i.e., July to December and January to June.

1.2 The examination for the First and Third Semesters shall ordinarily be held in the month of December/January and for the Second and Fourth Semester in the month of May/June.

1.3 Supplementary Examinations shall be held for re-appear candidates as under :-

Semester	When held
(a) First Semester	Alongwith the Third Semester
(b) Second Semester	Alongwith the Fourth Semester
(c) Third Semester	Alongwith or after the Fourth Semester
(d) Fourth Semester	Alongwith or after the Third Semester

1.4 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which the examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in the K.U. Cal. Vol.II.

*3. The minimum qualification for admission to the First Semester of the course shall be:-

- (a) Bachelor's Degree or Post-graduate degree in any discipline from this University or from any recognized

*Approved vide Executive Council Resolution No.3(18) of 11.10.2008, w.e.f. the Session 2007-08.

♦Amended vide Executive Council Resolution No.5(22) of 22.05.2013 w.e.f. session 2012-13.

University with atleast 50% marks in the aggregate (45% marks in case of SC/ST);

OR

- (b) 50% marks (45% marks in case of SC/ST) in Final Examination conducted by Institute of Chartered Accountant of India/ Institute of Costs and Works Accountants of India/ Institute of Company Secretaries of India;

OR

- (c) the minimum eligibility conditions and admission criteria as prescribed in the Admission Brochure issued under the authority of Haryana State Counseling Society from time to time.

The candidates who are placed under compartment shall not be allowed admission to the course.

4. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

♦5.1 30% marks in case of MBA and 40% marks in case of MBA(Hons.)/MBA (Service Management) in each paper excluding Term Papers(Seminar)/Dissertation/Project Report/Training Report and Viva-Voce shall be assigned for Internal Assessment on the basis of Practice Field/Periodical Tests, written assignments, case discussion, Field Trips etc. The evaluation of the sessional work and Seminars shall be conducted in accordance with the guidelines laid down by the Board of Studies of the Department of Management.

The question paper will be set and answer-books/Training Report/Dissertation/Project Report will be evaluated by examiner(s) appointed by the Board of Studies.

♦Amended vide Executive Council Resolution No.3(27) of 14.2.2011, w.e.f. the Session 2010-11.

♦ In case of MBA (Hons.)/MBA (Service Management), the Training Report/ Term Papers (Seminar) based on Practice Field in the concerned Semesters (Semester-I, II and IV) shall be evaluated by an internal team in weekly Seminars to be held on Saturdays.

♦ There will be 100% Internal Assessment for Term Papers (Seminars). Comprehensive Viva-Voce shall be conducted jointly by Internal and External Examiners. The Training Report/Dissertation/Project Report will be examined by the External Examiner.

5.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department, shall be forwarded to the Examination Branch.

5.3 The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination. Provided that a candidate who has not obtained pass marks in the Internal Assessment for any paper(s) will not be allowed to take the examination in the said paper(s) in the relevant examination unless he/she repeats the course in the paper(s) concerned and obtains the minimum pass marks in the Internal Assessment.

5.4 The Chairperson of the Department shall preserve the record on the basis of which the Internal Assessment award have been prepared, for inspection, if needed by the University, up to six months from the date of declaration of the Semester examination results.

6.1 The First/Second/Third/Fourth Semester Examination shall be open to a candidate who :-

- (a) has passed the requisite qualifying examination as laid down in clause 3, if he/she is a candidate for the First Semester examination or is covered under clause 7 below if s/he is a candidate for Second/Third/Fourth Semester Examination;
- (b) has his/her Examination form submitted to the Examination Branch through the Chairperson of the Department concerned, and produces the following certificates :
 - (iii) of good character;

♦ Amended vide Executive Council Resolution No.3(27) of 14.2.2011, w.e.f. the session 2010-11.

- ♦(ii) of having attended not less than 75% of the full course of lectures delivered in each paper, Seminars (Term Paper), case discussion, Field Trips etc. in each semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures will be eligible to take examination in the remaining paper(s).

6.2 A deficiency upto 10% may be condoned by the Chairperson of the Department/Principal of the College concerned to his satisfaction.

The Chairperson/Principal may also give additional condonation of absence not exceeding 11 days in a semester and that for (iv) below it shall not exceed 2 days, on account of—

- (i) Participation in Inter-University, University or Inter-Collegiate Sports Tournaments/Youth Festivals/University Level Debates, National and International Tournaments, with the previous sanction of the Chairperson/Principal.
- (ii) Attendance of the N.C.C. Camps or University Educational Excursions or other extra co-curricular activities, certified by the Chairperson/Principal.
- (iii) Attendance at Mountaineering Course :
 - (a) By N.C.C. students;
 - (b) By students sent by the Youth and Cultural Affairs Department;
- (iv) Voluntary donation of blood certified by a Government Doctor of Gazetted rank or University Medical Officer.
- (v) Participation in the seminars/extension lecture(s) organized by the Department/College.

7.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester examination shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed

♦Amended vide Executive Council Resolution No.3(27) of 14.2.2011, w.e.f. the Session 2010-11.

promotion to the Third Semester Class provisionally only if he/she passes at least 50% papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held subject to the provisions of clause 7.2 and 7.4 below. While re-appearing in the examination the candidate shall be exempted from re-appearing in the paper(s)/ practical(s), in which he/she has obtained at least 50% marks including the marks for Internal Assessment where prescribed.

7.2 Subject to clause 7.3, a candidate who has failed in one or more paper(s) or fails to appear in a semester examination shall be allowed three additional chances only to clear re-appear paper(s) alongwith respective even or odd Semester examination throughout duration of the course.

7.3 A candidate, having passed the Second Semester examination discontinues studies, may be permitted to join Third Semester class within two years of his/her passing the Second Semester Examination.

7.4 A candidate must pass all the four Semester examinations within five years of his/her admission to the First Semester of the MBA/MBA (Hons.)/MBA (Service Management) course failing which he/she will be deemed to be unfit for the concerned programme.

8. A candidate whose result is declared late for no fault of his/her, may either attend classes of the next higher semester provisionally at his/her own risk and responsibility, subject to his/her passing the concerned Semester Examination or join the classes of next higher semester within ten days of the declaration of the result. In such a case the lectures will be counted from the date a candidate started attending classes or the date of declaration of result whichever is earlier. In case a candidate fails to pass the concerned Semester Examination his/her attendance/Internal Assessment in the next higher Semester in which he/she was allowed to attend classes provisionally shall stand cancelled.

9. Every student of 2nd Semester who is entitled to be promoted to 3rd Semester shall submit an application on the prescribed form for fresh admission to 3rd Semester on or before the date(s) notified by the Chairperson, Department of Management. Admission may be denied to a student by the Chairperson of the Department for reasons to be recorded in writing.

10. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s) for the purpose of passing, shall pay fee as for the whole examination.

11. The medium of instruction and examination shall be English. This is, however, subject to relaxation as per Executive Council Resolution No.47 of 30.12.1988 i.e., the medium of examination shall be English or Hindi if the facilities in the Department are available.

12.1 The minimum number of marks required to pass the examination in each Semester shall as under :-

- (i) 40% in each written paper and Internal Assessment separately;
- (ii) 40% in Seminars (Term Paper)/Dissertation/Project Report, Training Report and Viva-Voce; and
- (iii) 50% in the aggregate for each Semester Examination.

13.(a) The subject of Dissertation/Project Report will be as approved by the Committee constituted by the Chairperson of the Department consisting of the senior teachers in the Department provided that :

- (i) the student has obtained written consent of the teacher for supervising his/her Dissertation/Project and deposited the same in the office at least two weeks before the commencement of Third Semester;
- (ii) the student who has offered Dissertation will also submit his/her synopsis indicating the thrust area of his/her research to be undertaken by him/her;
- (iii) a teacher of the Department will supervise the Dissertation/Project work of students.

* (b) The candidate shall be required to submit two copies of his/her Dissertation/Project Report. The last date for receipt of Dissertation/ Project Report in the Secrecy Branch shall be 30th April of

*Amended vide Executive Council Resolution No.5(12) of 9.6.2010, w.e.f. the Session 2009-10.

the Fourth Semester Examination. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in the General Rules for Examination.

(c) The Dissertation shall be evaluated by Examiner(s). The same Examiner(s) will also hold the Viva-Voce Examination in the Department of Management.

(d) The marks obtained by the candidate for the Dissertation/Project Report shall be taken into account when he/she appears in any future examination under 'Re-appear' Clause-7.

14.(i) A candidate for MBA/MBA (Hons.)/MBA (Service Management) Degree shall be required to undergo Six/Eight weeks Practical Training normally during the Summer Vacation, after the Second Semester Examinations are over, in a Business Enterprise, approved by the Chairperson of the Department. The Chairperson of the Department himself or with the help of teachers concerned shall certify and confirm that there is no copying and he will ensure that the Summer Practical Training/Reports submitted by the candidates who undergo training are not similar to one which has already been submitted by other candidates. They shall be required to submit one copy of comprehensive Training Report by 30th November in 3rd Semester Examination for evaluation only by one Examiner to be appointed by Academic Council on the recommendations of the Board of Studies. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in the General Rules for Examination.

(ii) In case of MBA (Hons.) course, the students will be required to present Term Paper (Seminar) based on Practice Field in Semester-I, II and IV, which will be evaluated by a team in weekly Seminars to be held on Saturdays. Thus, there will be mba-108, mba-209 and mba-404 titled "Term Paper Presentation (Seminar) based on Practice Field" consisting of 50 marks each.

15. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and issue Detailed-Marks-Cards.

16. The candidates who successfully complete all the four semester examinations will be awarded MBA/MBA(Hons.)/MBA (Service Management) Degree, as the case may be.

17. The list of successful candidates shall be arranged, as under, on the basis of the aggregate marks obtained in the First, Second, Third

***ORDINANCE—MASTER OF BUSINESS ADMINISTRATION (MBA)
(FIVE-YEAR INTEGRATED PRACTICE-ORIENTED
COURSE) EXAMINATION (*Semester System*)**

1.1 The duration of the course leading to the Degree of Master of Business Administration (MBA) shall be five academic years. Each year shall be divided into two Semesters i.e., July to November/December and January to April/May. Each Semester shall have minimum 90 working days. The examination for the First, Third, Fifth, Seventh and Ninth Semesters shall ordinarily be held in the month of December/January and for the Second, Fourth, Sixth, Eighth and Tenth Semesters in the month of May/June on such dates as may be fixed by the Controller of Examinations.

1.2 The Schedule of dates fixed in accordance with Clause 1.1 above shall be notified by the Controller of Examinations.

2. The last date by which Examination Forms and fees must reach the Controller of Examinations shall be as per the schedule at Appendix-I in the K.U. Calendar Vol.II.

3.1 A person who has passed the Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana or an Examination recognized as equivalent thereto, securing not less than 50% marks in the aggregate with English as one of the subjects shall be eligible to seek admission in the First Year of Master of Business Administration (MBA) Five Year Course.

3.2 The minimum eligibility condition in the case of Scheduled Caste/Scheduled Tribe candidate shall be minimum pass marks in the qualifying examination.

3.3 The candidates who are placed under compartment in the qualifying examination shall not be allowed admission to the course.

4. The First Semester examinations and subsequent examinations shall be open to a regular student who —

- (a) has been on the rolls of the Department, during concerned semester;

* Approved vide Executive Council Resolution No.18(11) of 30.12.2003, w.e.f. the session 2003-04.

- (b) has attended not less than 75% of lectures in each Paper, Seminars, Case discussion, Field trips etc. This requirement shall be fulfilled separately for each course of study (the course to be counted up to the day before the commencement of the examination). A deficiency upto 10% may be condoned by the Director of the Institute of Management Studies to his satisfaction.

The Chairperson can give additional condonation of absence not exceeding 11 days in a Semester and that for (iv) below it shall not exceed 2 days, on account of :-

- (i) participation in Inter-University, University or Inter-Collegiate Sports Tournaments/Youth Festivals/ University Level Debates, National and International Tournaments, with the previous sanction of the Chairperson.
 - (ii) attendance of the N.C.C. Camps or University Educational Excursions or other extra-curricular activities, certified by the Chairperson.
 - (iii) attendance at Mountaineering Course :
 - (a) by N.C.C. students;
 - (b) by students sent by the Youth and Cultural Affairs Department.
 - (iv) voluntary donation of blood certified by a Government Doctor of Gazetted rank or University Medical Officer.
 - (v) attendance at the extension lecture(s) organised by the Department of Management.
- (c) has obtained pass marks in the Internal Assessment of the paper(s) for which he is a candidate.

Provided that a candidate who has not attended the requisite percentage of lectures or has obtained pass marks in the Internal Assessment for any paper(s) will be eligible to take examination in the remaining papers.

5. A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the

Second Semester. He shall, however, be allowed promotion to the Third Semester Examination provisionally only if he earns exemption in at least 50% papers of both the First and Second Semester Examinations taken together. The same procedure will be followed in each subsequent year.

Such a candidate will be allowed to re-appear for the remaining paper(s) of the First Semester, alongwith the Third Semester and for the paper(s) of the Second Semester alongwith the Fourth Semester Examination and so on simultaneously when held. While re-appearing in the Examination the candidate shall be exempted from re-appearing in the paper(s), Seminar, Dissertation/Project Report, Training Report, Viva-Voce in which he has obtained pass marks including the marks for Internal Assessment.

6. A candidate on the rolls of the Department of Management or an ex-student, shall submit his application for admission to an examination on the prescribed form with the requisite certificates duly countersigned by the Director of the Institute of Management Studies or a member of the teaching staff nominated by him.

7. The amount of examination fee to be paid by a candidate for each semester shall be as prescribed by the University from time to time.

8. The medium of instruction and examination shall be English. However, students are free either to answer in English or Hindi.

9. Candidates shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or having been eligible fails to appear in an examination, shall unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed for regular students appearing for that examination.

♦10. To pass in each semester examination, a candidate must obtain at least :

- (i) 40% marks in each written paper (External Examination);

♦ Amended/added vide Executive Council Resolution No.6(7) of 28.3.2012 , w.e.f. the session 2010-11.

- (ii) 40% marks in the Sessional/ Practical work (Project, Seminar, Internal assessment Test, Viva-Voce examination etc.); and
- (iii) 50% marks in the aggregate of each semester examination.

11. Each Written paper for the respective semester Examination shall be set and evaluation of the answer books shall be done as per the University rules.

12. The assessment of sessional/practical work (Project, Seminar, internal assessment tests, etc.) shall be made by the subject teacher teaching the paper. The guidelines for this purpose will be decided by the Staff Council, Department of Management.

13.1 There shall be 70 marks for Theory examination and 30 marks for internal assessment for each paper out of 100 marks.

♦13.2. A candidate who has not obtained pass marks in the internal assessment for any paper(s) will not be allowed to take examination in the said paper(s) in the relevant semester unless he qualifies the Internal Assessment requirement in the relevant paper(s) in Odd and Even Semester, as the case may be. To qualify the Internal Assessment requirement, the candidate shall have to again submit two assignments and appear in two class tests in the following year(s) as per the instructions of the concerned teacher of that paper. In case, the concerned teacher is not available, the Director of the Institute will depute another teacher for the purpose.

Provided that a candidate for the Master of Business Administration (MBA) Degree must pass all the examinations, i.e. Semester I, II, III, IV, V, VI, VII, VIII, IX and X within seven years of his admission to the First Year class of the course failing which he will be deemed to be unfit for the course and shall not be allowed to appear as a regular student or as an ex-student unless has been otherwise allowed by the Academic Council of the University.

13.3 The candidate admitted to the Course shall not be allowed to pursue any other course (except certificate course in any Indian or Foreign Language or computer application being conducted by this

♦ Amended/added vide Executive Council Resolution No.6(7) of 28.3.2012 , w.e.f. the session 2010-11.

University on part-time basis in the evening with prior permission of the Director of the Institute of Management Studies otherwise his candidature for the Master of Business Administration (MBA) course will be cancelled forthwith.

14.1 A candidate who has appeared and failed or having been eligible but did not appear in the I, III, V, VII, and IX Semester examination shall be promoted from I to II, III to IV, V to VI, VII to VIII and IX to X Semester respectively subject to the provision of Clause 14.2.

14.2 A candidate who has failed in Semesters I and II or III and IV or V and VI or VII and VIII shall be promoted to the III, V, VII and IX Semester, as the case may be, only if he has got exemption in paper(s) mentioned below :

From I year (Semesters I & II) to II year (Semester III)

If he has cleared at least 50% papers of Semesters I & II.

From II year (Semesters III & IV) to III year (Semester V)

If he has cleared at least 50% papers of Semesters I & II and at least 50% papers of Semesters III & IV.

From III year (Semester V & VI) to IV year (Semester VII)

If he has cleared all the papers of Semesters I and II and has cleared at least 50% papers of Semesters III & IV and at least 50% papers of Semesters V & VI.

From IV year (Semesters VII & VIII) to V year (Semester IX)

If he has passed all the papers of Semesters I, II, III and IV and cleared at least 50% papers of Semesters V & VI and at least 50% papers of Semesters VII and VIII.

14.3 Every student of Semester II, IV, VI and VIII who is entitled to be promoted to Semester III, V, VII and IX respectively, shall submit an application on the prescribed form for fresh admission to Semester III, V, VII and IX on or before the date(s) notified by the Director of the Institute of Management Studies. Admission may be refused by the Director of the Institute for reasons to be recorded in writing.

14.4 The candidates whose result is declared late for no fault of their, may be allowed to attend the classes of the next higher semester provisionally at their own risk and responsibility, subject to their passing the concerned semester examination/earning exemption in the requisite number of papers as provided in Clauses 13 and 14.

15. The Controller of Examinations shall publish the result and issue Detailed-Marks-Cards as soon as possible after the declaration of the result of the Examination.

♦16. Every candidate admitted to the course shall be required to undergo 6-8 weeks Corporate Training/Corporate Profile Presentation after each even Semester examination except last year, in an Industrial/Commercial/Co-operative Institution whether in Private, Public, Co-operative, Joint Sectors approved by the Director of the Institute.

♦17. After 6-8 weeks Corporate Training, every candidate shall be required to prepare a report and give a presentation in the next semester to be evaluated by a panel of experts from the industry/academicians to be appointed/recommended by the Director of the Institute.

♦18. Any candidate failing in the Corporate Profile Presentation/Corporate training shall again be required to undergo the training for 2 weeks after the odd semester examination and submit the same at the commencement of the even semester. The names of such candidates will be notified by the Institute. A fine of Rs.500/- shall be charged from the candidates for evaluation of the report and its presentation. No further chance shall be given in this matter and the failing candidate will be reverted to the semester concerned.

19. The successful candidates after passing Semesters I, II III, IV, V and VI examinations of the Five Year Course will be awarded a graduate of BBA :

(a) The candidates who pass the examination at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

(b) Those who obtain 60% or more marks ...First Division.

♦ Amended/added vide Executive Council Resolution No.6(7) of 28.3.2012 , w.e.f. the session 2010-11.

- (c) Those who obtain 50% or more but
less than 60% marks ...Second Division.

20. The candidates who successfully complete the Five Year Course will be awarded MBA Degree. The list of successful candidates shall be prepared on the aggregate marks obtained in all the ten Semesters examinations and shall be arranged as under :-

- (a) The candidates who pass the examination at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.
- (b) Those who obtain 60% or more marks ...First Division.
- (c) Those who obtain 50% or more but
less than 60% marks ...Second Division.

21. Notwithstanding the integrated nature of the course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall unless specified otherwise, apply to all students whether old or new.

22.1 Subject to Clause 22.2 below a candidate who has failed in one or more paper(s) or fails to appear in a Semester Examination shall be allowed three additional chances only to clear re-appear paper(s) alongwith respective Even or Odd Semester Examination throughout the duration of a course.

22.2 A candidate must pass all the Ten Semester Examinations within seven years of his admissions to first semester of the M.B.A. Course failing which he will be deemed to be unfit for the M.B.A. Programme.

***ORDINANCE—MASTER OF BUSINESS ADMINISTRATION
(HOSPITALITY MANGEMENT) (MBA-HM)
(3-Years) EXAMINATION (*Annual System*)**

1.1 The duration of the course leading to the degree of Master of Business Administration (Hospitality Management) (MBA-HM) shall be three academic years. This course shall be offered through Directorate of Distance Education. The instruction will be provided through the supply of printed study material and/or books published by eminent author(s) and/or electronic study material, evaluation of response sheets, counseling of students by the teachers/course coordinator or through any other method, as may be deemed necessary for promoting learning by the Directorate from time to time.

1.2 The examination shall be held annually in three Parts, i.e., First Year (Part-I) at the end of the course of First Year, Second Year (Part-II) at the end of the course of Second Year and Third Year (Part-III) at the end of the course of Third Year, ordinarily in the month of May/June.

1.3 Supplementary examination will ordinarily be held in the month of November/December of the same year for re-appear candidates who have failed in not more than 50% papers of the total theory papers of the Annual Examination.

1.4 The dates of examination fixed under above clause shall be notified by the Controller of Examinations.

2. The last date(s) by which the Examination Forms and fees must reach the Examination enquiry shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

3. A person who has passed Bachelor's degree in any discipline from this University or an examination recognized as equivalent thereto, shall be eligible to join Part-I of the course.

4.1 A person who has passed MBA (HM) Part-I or Part-II examination of this University shall be eligible to join Part-II or Part-III class respectively of MBA-HM Course. This is, however, subject to provisions made under Clause 8 below.

*Approved vide Executive Council Resolution No.26(11) of 3.12.2007, w.e.f. the session 2007-08.

♥4.2 A person who has passed one of the following examinations from this University or any other University/Institute recognized by UGC/AICTE/DEC/Govt.of India/State Governments shall also be eligible to join Part-II/Part-III class, under Lateral Entry as indicated below:-

(A) MBA (HM) Part-II:

- (i) One Year Post-Graduate Diploma in Tourism and Hotel Management.
- (ii) One Year Post-Graduate Diploma Course in Tourism Management.
- (iii) One Year Post-Graduate Diploma Course in Transport Management.
- (iv) One Year Post-Graduate Diploma Course in Airlines Management.
- (v) One Year Post-Graduate Diploma Course in Cargo Management.
- (vi) One Year Post-Graduate Diploma Course in Hotel Management.
- (vii) One Year Post-Graduate Diploma Course in Front Office Management.
- (viii) One Year Post-Graduate Diploma Course in Accommodation Operations.
- (ix) One Year Post-Graduate Diploma Course in Food and Beverage (Service).

- Note:*
- (1) Candidates seeking entry from courses (ii) to (v) will have to study an additional paper of Front Office Management of MBA (HM) Part-I alongwith MBA (HM) Part-II.
 - (2) Candidates seeking entry from courses (vi) to (ix) will have to study an additional paper of Travel Agency Management of MBA (HM) Part-I along with MBA (HM) Part-III.

♥ Amended vide Executive Council Resolution No.5(14) of 22.05.2013 w.e.f.session 2012-13.

- ♥(AA) One Year P.G. Diploma in any field of Hospitality/Tourism/Transport Management/Hotel Management/Front Office Management/Accommodation Operations/Food and Beverage (Service)

Note: (1) Candidates seeking entry after having passed one year P.G. Diploma in any field of Hospitality/ Tourism/ Transport Management will have to study an additional paper of Front Office Management of MBA(HM) Part-I alongwith MBA(HM) Part-II.

- (2) Candidates seeking entry after having passed one year P.G. Diploma in any field of Hotel Management/Front Office Management/Accommodation Operations/Food and Beverage (Service) will have to study an additional paper of Travel Agency Management of MBA(HM) Part-I alongwith MBA(HM) Part-II.

(B) MBA (HM) Part-III :

- (i) Two year Post-graduate Diploma Course in Tourism and Hotel Management/Hospitality Management.
- (ii) Master's Degree in Tourism and Hotel Management/ Hospitality Management.
- (iii) Master's Degree in Tourism Management.
- (iv) Two year Post-Graduate Diploma Course in Tourism Management.
- (v) Master's Degree in Hotel Management.
- (vi) Two year Post-graduate Diploma Course in Hotel Management.

Note: (1) Candidates seeking entry from Courses (iii) to (iv) will have to study following additional papers along with MBA (HM) Part-III.

- Front Office Management MBA (HM) Part-I

♥ Amended vide Executive Council Resolution No.5(14) of 22.05.2013 w.e.f. session 2012-13.

- Housekeeping MBA (HM) Part-II
 - Food and Beverage Operations MBA (HM) Part-II
- (2) Candidates seeking entry from courses (v) to (vi) will have to study following additional papers alongwith MBA (HM) Part-III.
- Introduction to Tourism Business MBA (HM) Part-I
 - Travel Agency Management MBA (HM) Part-I
 - Tourism Products of India MBA(HM) Part-II

▼(BB) 2-year P.G. Diploma/Degree in any field of Hospitality/ Tourism/Transport Management/ Hotel Management/Front Office Management/ Accommodation Operations/Food and Beverage (Service).

Note : (1) Candidates seeking entry on the basis of P.G. Diploma/Degree in any field of Hospitality/ Tourism/Transport Management will have to study following additional papers along with MBA(HM)Part-III.

- Front Office Management MBA(HM)Part-I
- Housekeeping MBA(HM)Part-II
- Food and Beverage Operations MBA(HM)Part-II

(2) Candidates seeking entry on the basis of P.G. Diploma/ Degree in any filed of Hotel Management/Front Office Management/Accommodation Operations/ Food and Beverage (Service) will have to study following additional papers alongwith MBA (HM) Part-III.

- Introduction to Tourism Business MBA(HM)Part-I
- Travel Agency Management MBA(HM)Part-I
- Tourism Products of India MBA(HM) Part-II

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise, by the Academic Council, take the examination according to

▼ Amended vide Executive Council Resolution No.5(14) of 22.05.2013 w.e.f. session 2012-13.

the syllabus prescribed by the University for regular students appearing for that examination.

6. The question-papers shall be set and the answer-books examined by the External/Internal paper setters/examiners. But, not more than 50% of the paper-setters shall be internal.

7. The examination in Part-I/II/III shall be open to a student who :
- a) has passed the requisite qualifying examination as laid down in Clauses 3 and 4 above or is covered under 8 below, as the case may be;
 - b) has remained on the rolls of Directorate of Distance Education during the academic year preceding the examination; and
 - c) has his/her Examination form submitted to the Results Branch through Director, Distance Education and produces certificate of having attained the minimum attendance, as prescribed in the Prospectus of the Directorate of Distance Education at the Personal Contact Programme for theory and practical separately unless exempted from attending the same by the Director, Distance Education wholly or partially for valid reasons.

The deficiency in the prescribed attendance at PCP may be condoned by the Director, Distance Education up to the limit for condonation of lectures in PCP as prescribed from time to time.

8.1 A student who has completed the prescribed course of instruction in the Directorate of Distance Education for First/Second/Third Year examination, but does not appear in it, or having appeared fails, may be allowed to appear/re-appear in the said examination, as an ex-student, without attending fresh course of instruction, only twice, subsequent to the annual examination in which he/she was due to appear. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s)/practical(s) in which he/she has obtained at least 40% marks.

8.2 A candidate who has passed in at least 50% papers of MBA (HM) First Year Examination shall be promoted to MBA (HM) Second Year. Similarly promotion shall also be allowed to MBA (HM) Third Year, if he/she has passed all the papers of MBA (HM) First Year and 50% papers of MBA (HM) Second Year Examination. Subject to the number of chances as provided above, such a candidate shall be

allowed to re-appear in the remaining paper(s) of Part-I/II with the examination of Part-II/III. Provided that if such a candidate fails to pass Part-I/II examination, his/her result for the Part-II/III examination, as the case may be, shall be declared provisionally.

8.3 A candidate who fails to pass the MBA (HM) examination (Part-I/II/III) within six years of his/her admission to the course, shall be required to repeat the course *de novo*. This time limit will be four years in case of candidates seeking admission in Part-II under Lateral Entry Scheme, and three years in case of candidates seeking admission in Part-III under Lateral Entry Scheme.

9. The amount of examination fee to be paid by a candidate for each Part shall be as prescribed by University from time to time.

A candidate, who re-appears in one or more paper(s)/practical(s)/Part(s) for the purpose of passing, shall pay fee as for the whole examination.

10. The medium of instruction and examination shall be English. The Training Report and other assignments shall also be in English.

11. **Practical Training and Training Report**

11.1 Candidates for MBA (HM) Degree shall be required to undergo two months Practical Training after Part-II examination in a hotel/resort, approved by the Co-ordinator of the course. They shall be required to submit two copies of training report by 28th February in MBA (HM) Part-III.

11.2 The training report shall be evaluated through viva-voce by a panel of two examiners (internal and external) to be appointed by the Academic Council on the recommendations of the Board of Studies in the Department.

11.3 A successful candidate may publish original results of the training, if permitted by the Co-ordinator of the course, as a paper in a journal of repute.

12. The minimum marks required to pass the examination in each Part shall be as under:-

- (i) 40% in each written paper;
- (ii) 40% in Training Report/Viva-voce; and
- (iii) 40% in aggregate.

**♦ORDINANCE—MASTER OF HOTEL MANAGEMENT & CATERING
TECHNOLOGY (M.H.M.&C.T.) EXAMINATION
(Semester System)**

1.1 The duration of the course leading to the Degree of Master of Hotel Management & Catering Technology (MHM & CT) shall be two academic years. Each year shall be divided into two Semesters i.e. July to November/December and January to April/May. There shall be actual teaching for a minimum of 90 days in each Semester excluding admission, preparation and examination days. The examination for the first and third Semesters shall ordinarily be held in the month of December and for the second and fourth Semesters in May/June, on such dates as may be fixed by the Vice-Chancellor.

1.2 Supplementary examinations will be held for Re-appear candidates alongwith or after the main Semester examinations. The dates fixed under this Clause shall be notified by the Controller of Examinations to the Chairperson of the Department of Tourism.

2. The last date(s) by which the examination form and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Calendar Vol.II.

3. A person holding Bachelor's Degree in any discipline from this University or equivalent degree from another University recognised by the Kurukshetra University with at least 50% marks (Minimum pass marks for SC/ST) in the First Degree course shall be eligible to join First Semester of the Course.

4. The First/Second/Third/Fourth Semester Examination shall be open to a regular student who :

(a) has passed the requisite qualifying examinations as laid down in Clause 3 above, if he is a candidate for the First Semester examination or has passed the preceding semester examination if he is a candidate for the Second/Third/Fourth Semester Examination. This is however, subject to Clause 7 and 8 below;

(b) has been on the rolls of the Department of Tourism during one Semester preceding the examination;

♦ The nomenclature of the course amended vide Executive Council Resolution No.5(10) of 22.05.2013 w.e.f. session 2012-13.

- (c) has attended not less than 75% of lectures in each paper. This requirement shall be fulfilled separately for each course of study (the course to be counted up to the day before the commencement of the examination). Deficiency upto 10% in each paper may be condoned by the Chairperson of the Department on the sufficient grounds; and
- * (d) has obtained pass marks in the Internal Assessment of the paper(s) of the relevant Semester for which he is a candidate. Provided that a candidate who has not attended the requisite percentage of lectures or has not obtained pass marks in the Internal Assessment for any paper(s) will be eligible to take examination in the remaining papers.

5. Every candidate shall be examined in the subjects as laid down in the Scheme of Examination and Syllabus prescribed by the Academic Council from time to time.

6.1 30% marks in each paper excluding Training Report/ Dissertation and viva-voce, shall be assigned for Internal Assessment. The Chairperson of the Department shall forward the Internal Assessment marks on the basis of periodical tests, written assignment, class room discussions etc. to the Controller of Examinations at least one week before the commencement of the Semester examination. The marks obtained by a candidate for the Internal Assessment/Training Report/ Dissertation who is permitted to re-appear for the purpose of passing the examination, shall be carried forward.

6.2 The Chairperson of the Department shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University, upto three months from the date of declaration of the Semester Examination results.

7.1 A candidate who has completed the prescribed course of instruction in the Department for any Semester Examination but does not appear in it, or having appeared fails, may be allowed on the recommendation of the Chairperson of the Department to appear/re-appear in the Semester examination/paper(s) as the case may be, at the next regular examination for that Semester when such examination is

* Amended vide Executive Council Resolution No.33(16) of 4.5.2005.

held, without attending fresh course of studies. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s), Training Report/Project Report, Viva-Voce in which he has obtained at least 50% marks including the marks for Internal Assessment, where prescribed.

7.2 A candidate will be allowed to join Third Semester class only if he clears minimum 50% Theory papers of First and Second Semester examinations taken together. However, such a candidate may pursue his studies for next higher Semester(s) and appear in the examination(s) for the same along with the examination for the lower Semester(s). If a candidate fails to pass in any Semester examination may be allowed on the recommendation of the Chairperson of the Department to appear/re-appear in the Semester examination/Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice within the period of four years of his admission to the course.

7.3 A candidate must pass all the four Semester Examinations within four years of his admission to First Semester of the Master of Hotel Management and Catering Technology Course failing which he will be deemed to be unfit for MHM & CT Programme and he shall be required to repeat the course *de novo*.

8. A candidate whose result is declared late for no fault of his may be permitted provisionally to attend classes of the next higher Semester at his own risk and responsibility, subject to his passing the concerned Semester Examination. In such a case, the lectures will be counted from the date a candidate starts attending classes. In case a candidate fails to pass the concerned Semester Examination, his Attendance/Internal Assessment in the next higher Semester in which he was allowed to attend classes provisionally, shall stand cancelled.

9. A candidate, who having passed the Second Semester Examination, discontinues his studies, may be permitted to join the Third Semester within one year of his passing the Second Semester Examination (next Session).

10. The medium of instruction and examination shall be English.

11. The question papers shall be set and the answer-book shall be examined by the External/Internal paper-setters/examiners. But, not more than 50% of the paper-setters shall be Internal. The viva-voce shall be conducted and the Training Report/Dissertation examined jointly by the internal and external examiners.

12. The amount of examination fee to be paid by a candidate for each Semester shall be as prescribed by the University from time to time.

*13.1 Candidates of MHM & CT Degree shall be required to undergo two months practical induction training in the summer vacation after Second Semester Examination is over, in a hotel/resort approved by the Chairperson of the Department. They shall be required to submit two copies of Training Report by 30th November in the MHM & CT Third Semester. The training report shall be evaluated by a panel of two examiners (internal and external) to be appointed by the Academic Council on the recommendation of the Board of Studies in the Department itself.

*13.2 The candidates shall also be required to undergo six months On-the-Job Training after Third Semester examination and will undertake specific projects. They will submit project reports by 20th August in the MHM & CT Fourth Semester. The same shall be evaluated by a panel of two examiners (internal and external) in the Department itself to be appointed as per Clause 13.1.

14.1 The minimum marks required to pass the examination in each Semester shall be as under :-

- (i) 40% in each written paper and Internal Assessment separately.
- (ii) 40% in Training Report/Project Report and viva-voce;
- (iii) 50% in aggregate of each Semester Examination.

14.2 Each successful candidate shall receive the Detailed-Marks-Card on having passed the Semester Examination.

15. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish a list of candidates who have passed the Semester examination.

16. The list of successful candidates of the Fourth Semester Examination shall be classified as under in two divisions on the basis of the aggregate marks obtained in the First, Second, Third and Fourth Semester Examinations taken together and the divisions obtained by the candidate will be stated in his Degree :

- (a) 60% or more marks ...First Division

*Amended vide Executive Council Resolution No.26(6) of 3.12.2007, w.e.f. the Session 2007-08.

- (b) 50% or more but less than
60% marks ...Second Division

Candidates who pass all the Four Semester Examinations at the first attempt and within minimum duration i.e. 2 years obtaining 75% or more marks of the aggregate shall be declared to have passed with 'Distinction'.

17. A successful candidate may publish original results of the Training/Project/Dissertation, if permitted by the Chairperson of the Department, as a paper in a journal of repute.

18. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

**♦ORDINANCE—MASTER OR TOURISM & TRAVEL MANAGEMENT
(MTTM) EXAMINATION (*Semester System*)**

1. The duration of the course leading to the degree of Master of Tourism & Travel Management (MTTM) shall be two academic years. Each year shall be divided into two Semesters, i.e., July to November/December and January to April/May. There shall be actual teaching for a minimum of 90 days in each Semester excluding admission, preparation and examination days. The examination for the First and Third Semesters shall ordinarily be held in the month of December and for the Second and Fourth Semesters in May/June, on such dates as may be fixed by the Vice-Chancellor.

♦The desirous candidate may qualify Certificate/Diploma Course in one of the Foreign Languages i.e., French, German, Russian etc. as optional, simultaneously with MTTM Course or thereafter.

Supplementary examinations will be held for Re-appear of candidates as under :-

Semester	When held
(a) First Semester	Alongwith the Third Semester
(b) Second Semester	Alongwith the Fourth Semester
(c) Third Semester	Alongwith or after the Fourth Semester
(d) Fourth Semester	Alongwith or after the Third Semester

The dates fixed under this clause shall be notified by the Controller of Examinations to the Chairperson of the Department of Tourism.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol. II.

♦The nomenclature of the course amended vide Executive Council Resolution No.5(10) of 22.05.2013 w.e.f. the session 2012-13.

♦Amended vide Executive Council Resolution No.40(7) of 31.1.2003, w.e.f. the session 2002-03.

3. A person holding Bachelor's Degree in any discipline from this University or equivalent degree recognised by the Kurukshetra University with at least 50% marks in the First Degree Course, shall be eligible to join First Semester of the Course. Details regarding admission procedure and reservation of seats etc. shall be given in the MTTM Prospectus.

4. The First/Second/Third/Fourth Semester Examination shall be open to a regular student who :-

- (a) has passed the requisite qualifying examination as laid down in Clause 3 above, if he is a candidate for the First Semester Examination, or has passed the preceding Semester Examination if he is a candidate for the Second/Third/Fourth Semester Examination. This is, however, subject to Clause 7 & 8;
- (b) has been on the rolls of the Department of Tourism during one semester preceding the Examination;
- (c) has attended not less than 75% of lectures in each paper. This requirement shall be fulfilled separately, for each course of study (the course to be counted up to the day before the commencement of the examination). A deficiency upto 10% in each paper may be condoned by the Chairperson of the Department on sufficient grounds.
- * (d) has obtained pass marks in the Internal Assessment of the paper(s) of the relevant Semester for which he is a candidate. Provided that a candidate who has not attended the requisite percentage of lectures or has not obtained pass marks in the Internal Assessment for any paper(s) will be eligible to take examination in the remaining papers.

5. Every candidate shall be examined in the subjects as laid down in Scheme of Examination and Syllabus prescribed by the Academic Council from time to time.

*6.1 30% marks in each paper excluding Field Survey/Training Reports/Dissertation and Viva-Voce, shall be assigned for Internal Assessment. The Chairperson of the Department shall forward the

* Amended vide Executive Council Resolution No.33(16) of 4.5.2005.

* Amended vide Executive Council Resolution No.18(23) of 30.12.2003.

Internal Assessment marks on the basis of periodical tests, written assignment, case discussions, field surveys, etc., to the Controller of Examinations at least one week before the commencement of the Semester Examination. The marks obtained by a candidate for the Internal Assessment/Field Survey/Training Report/Dissertation, who is permitted to re-appear for the purpose of passing the examination shall be carried forward.

6.2 The Chairperson of the Department shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University, upto three months from the date of declaration of the Semester Examination results.

*7.1 A candidate who has completed the prescribed course of instruction in the department for any Semester Examination but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department to appear/re-appear in the Semester Examination/Paper(s) as the case may be, at the next regular examination for that Semester when such examination is held, without attending fresh course of studies. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the Paper(s). Field Survey Report/Training Report/Dissertation, Viva-Voce in which he has obtained at least 50% marks including the marks for Internal Assessment, where prescribed.

7.2 A candidate will be allowed to join Third Semester Class only if he/she clears minimum 50% Theory papers of First and Second Semester examinations taken together. However, such a candidate may pursue his/her studies for the next higher Semester(s) and appear in the examination(s) for the same alongwith the examination for the lower Semester(s). If a candidate fails to pass in any Semester Examination even in the second chance as mentioned above, he will have to repeat the course as a regular student in the Department whenever the relevant course(s) is/are offered.

7.3 A candidate must pass all the four Semester Examinations within four years of the admission to the First Semester of the MTTM course failing which he will be deemed to be unfit for the MTTM programme.

*Amended vide Executive Council Resolution No.18(23) of 30.12.2003.

8. A candidate, whose result is declared late for no fault of his, may be permitted provisionally to attend classes of the next higher Semester at his own risk and responsibility, subject to his passing the concerned Semester Examination. In such a case, the lectures will be counted from the date a candidate started attending classes. In case a candidate fails to pass the concerned Semester Examination his/her attendance/Internal Assessment in the next higher Semester in which he/she was allowed to attend classes provisionally shall stand cancelled.

9. A candidate, who having passed the Second Semester Examination, discontinues his/her studies, may be permitted to join the Third Semester within one year of his/her passing the Second Semester Examination (next session).

10.1 The medium of instruction and examination shall be English.

♦10.2 The question-papers shall be set and the answer-books shall be examined by the External/Internal paper-setters/examiners. But not more than 50% of the paper-setters shall be internal. The Viva-Voce shall be conducted and the Field Survey/Training Report/Dissertation examined jointly by the Internal and External examiners.

11. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the Controller of Examinations from time to time.

♦12. The candidate of MTTM Course shall be required to undertake Field Survey to Tourist Centre(s) and on the topic approved by the Chairperson of the Department after the first Semester Examination is over. The duration of Field Survey shall be ten days excluding journey days. The students may carry survey individually or in groups. They shall be required to submit proof or travel like tickets, accommodation receipts etc. in the Department. They shall be required to submit at least 20 days before the commencement of the Second Semester examination, a comprehensive report on tourist centre(s) visited. The Viva-Voce and report will carry 50 marks each and shall be evaluated by both Internal and External Examiners.

*13. Candidates for MTTM Degree shall be required to undergo six weeks' Practical Training each after Second and Third Semester

♦Amended vide Executive Council Resolution No.18(23) of 30.12.2003.

*Amended vide Executive Council Resolution No.2(3) of 30.9.2003, w.e.f. the session 2003-04.

Examination in a Tourism Enterprise approved by the Chairperson of the Department. They shall be required to submit one copy of the training report in the Department in Third & Fourth Semester respectively at least 20 days before the commencement of the concerned examination. The training report and its Viva-Voce shall be evaluated by a panel of two Examiners (External & Internal) to be appointed by the Board of Studies.

14.1 The subject of Dissertation will be as approved by the Chairperson of the Department. The candidate shall be required to submit two copies of his/her Dissertation. The students shall be required to submit Dissertation in the office of the Controller of Examinations, at least 20 days before the commencement of the Fourth Semester Examination provided that in exceptional cases, the Vice-Chancellor shall have the power to extend on the recommendation of the Chairperson of the Department, the last date for receipt of the Dissertation upto three months. If a candidate fails to submit the Dissertation even during the extended period, he/she will be considered to have absented in that paper and his/her result shall be declared accordingly.

14.2 The Dissertation shall be evaluated jointly by the External and the Internal Examiners. If the difference in the two awards is upto 20% of the maximum marks, the average of the two shall be taken as final award. If the difference between the External and the Internal examiners is more than 20% of the maximum marks, a third examiner shall be appointed by the Vice-Chancellor on the recommendation of the Chairperson of the Department, the final award shall be the average of the two nearest awards. Same evaluation procedure shall be followed in case of evaluation of Practical Training Report and Survey Report.

15. In each of the four semesters of MTTM Course, there shall be Seminar carrying 50 marks. The performance in the Seminar will be evaluated by a panel of three Faculty members duly appointed by the Department and as per schedule notified. Each and every student shall have to attend at least 75% of the Seminars held on each Semester, failing which the student shall not be eligible to appear in the Semester Examination.

16.1 The minimum percentage of marks to pass the examination in each Semester shall be :

- (i) 40% in each written paper and Internal Assessment separately;

- ♦(ii) 40% in Survey Report/Project Report/Training Report and Viva-Voce; and
- (iii) 50% in the total of each Semester Examination.

16.2 Each successful candidate shall receive a copy of the Detailed-Marks-Card on having passed the Semester Examination.

17. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish a list of candidates who have passed the Semester Examination.

18. The list of successful candidates of the Fourth Semester Examination shall be arranged as under in two divisions on the basis of the aggregate marks obtained in the I, II, III and IV Semester Examinations taken together, and the Divisions obtained by the candidate will be stated in his MTTM Degree :-

- (a) Those who obtain 60% or more marks. ... First Division.
- (b) Those who obtain 50% or more but less than 60% marks. ... Second Division.
- (c) Candidates who pass all the Four Semester Examinations at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

19. A successful candidate may publish original results of the Training/Survey/Project Reports, if permitted by the Chairperson of the Department as a paper, in a Journal of repute.

20. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

♦ Amended vide Executive Council Resolution No.18(23) of 30.12.2003.

***ORDINANCE—MASTER OF PHILOSOPHY (M.PHIL.) EXAMINATION
(Semester System)**

1.1 The duration of the course leading to award of Master of Philosophy Degree shall be one academic year comprising of two Semesters.

1.2 The examination for the First Semester shall ordinarily be held in the month of December/January and for the Second Semester in the month of May/June.

1.3 Supplementary Examinations will be held for re-appear candidates alongwith or after the main Semester Examinations.

1.4 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which the Examination Forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in the K.U. Cal. Vol.II.

3. The examination for the Degree of Master of Philosophy under semester system shall be held in following subjects or the subject(s) as approved by the University from time to time :

- (1) Geography (2) Mathematics (3) Physics (4) Statistics
(5) Zoology

4. A person who has passed the Master's Degree with at least 55% marks in the relevant subject from the Kurukshetra University or an examination recognized as equivalent thereto shall be eligible to join First Semester of this course. Provided that the condition of marks in Master's Degree, shall be relaxable upto 50% in the case of a University appointed or approved teacher with at least three years service as such. Provided further that in case of Scheduled Caste or Scheduled Tribe candidate the minimum eligibility condition to M.Phil. Course will be the pass marks in the qualifying examination.

The admission shall be made by the Departmental M.Phil. Committee in accordance with the criteria laid down by the Admission Committee of the University.

* Approved vide Executive Council Resolution No.11(16) of 3.12.2008, w.e.f. the Session 2007-08.

The Departmental M.Phil. Committee shall consist of the Chairperson/Director of the Department/Institute, Professor(s) in the Department/Institute and not more than three other teachers of the Department/Institute concerned to be nominated by the Vice-Chancellor.

5. The First/Second Semester examination shall be open to a regular student who :

- a) has passed the requisite qualifying examination as laid down in clause 4 above, if he/she is a candidate for the First Semester examination, or has passed the First Semester Examination if he/she is a candidate for the Second Semester Examination. This is, however, subject to clause 6 below;
- b) has remained on the rolls of a Teaching Department during one semester preceding the examination; and
- c) has his/her Examination form submitted to the Examination Branch through the Chairperson of the Department/Director of the Institute concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of lectures delivered for each paper (the course to be counted up to the day before the commencement of the examination) and having attended and participated in at least 75% Seminars organized by the Department during the relevant Semester.

Note :- The Chairperson/Director of the Department/Institute may, in deserving cases, condone shortage of attendance of lectures up to a maximum of 15% of the lectures delivered in each paper. The shortage of attendance of Seminars shall not be condoned.

6.(a) A candidate who has failed in one or more Semester(s)/ Paper(s), or having been eligible, fails to appear in the examination, for good reasons, may be allowed, on the recommendation of the Chairperson/Director of the Department/Institute concerned, to appear/re-appear in the Semester(s)/Paper(s) within the period of three years of his/her admission to the Course. Such a candidate shall be exempted

from re-appearing in the Paper(s)/Semester(s) in which he/she may have obtained at least 50% marks including Sessional(s).

(b) A candidate who does not complete the requirements for the award of Degree within a period of three years of his/her admission to the Course, shall be declared to be unfit for M.Phil. Course at this University in the subject concerned. This is, however, subject to Clause 9.1.

(c) A candidate who has passed the M.Phil. Examination obtaining Grade B may improve his/her Grade in the next two years of passing the M.Phil. Examination by appearing in one or more Theory Papers of First and Second Semester Examinations, when held.

7. 20% of the maximum marks for each of the written papers shall be reserved for sessional work. The evaluation of the sessional work shall be based on the performance of the candidate in test(s) and/or assignment(s). There must be at least one test for each course. The evaluation of the seminars shall be based on the presentation of at least one paper by each candidate and participation in the Seminar held during the Semester. The Departmental M.Phil. Committee shall draw guidelines for the distribution of marks for the test(s)/assignments/Seminars. The Committee shall also ensure that these guidelines are followed and proper record is maintained and made available to the students also. The assessment awards shall be sent by the Chairperson/Director of the Department/Institute concerned to the Examination Branch at least 15 working days before the commencement of the written examinations of the concerned Semester when the classes break for the preparatory holidays.

8. The subject of Dissertation/Project Work/Design Work of a candidate shall be approved by the Departmental M.Phil. Committee. The applications regarding the same and the synopsis thereof shall reach the Chairperson/Director of the Department/Institute concerned by the dates to be notified by him/her for the purpose.

The Departmental M.Phil. Committee shall consider the topic/synopsis and approve the same with such modifications as it may deem fit, in the First Semester so that the students can start work on the Dissertation. The Committee shall also appoint Supervisor(s) for the dissertation.

9.1 Every candidate shall be required to submit to the Controller of Examinations, not later than 31st December falling after the end of

Second Semester Examination, two copies of his/her Dissertation alongwith a brief abstract of the same, giving an account of the investigation/research conducted and its main findings for the approval of the examiners. If any candidate fails to submit his/her Dissertation by the above mentioned date, he/she may do so any time by the 30th June of the following year whereafter no extension will be allowed in any case. Such a Dissertation shall be sent for evaluation only on expiry of the relevant date viz., 31st December or 30th June, but if in any particular Department/Institute all or majority of the candidates who are assigned to an External Examiner, submit the same before the expiry of the last date i.e. 31st December or 30th June, as the case may be, these will be sent for evaluation without waiting for expiry of the last date.

9.2 The Academic Council, on the recommendation of the Board of Post-graduate Studies concerned, shall appoint an External Examiner for the Dissertation/Project Work/Design Work who shall examine and classify the Dissertation etc., as under :-

(i) **GRADE-A WITH 'DISTINCTION'**

If the candidate deserves 75% or more marks.

(ii) **GRADE-A**

If the candidate deserves 60% but less than 75% marks.

(iii) **GRADE-B**

If the candidate deserves less than 60% but 50% or more marks.

(iv) **UNSATISFACTORY**

If the candidate deserves less than 50% marks.

If the Examiner considers the Dissertation etc., unsatisfactory he shall point out in writing the defects and make suggestions for improvement and modification, if a revision will render it acceptable. Such a candidate shall be allowed to resubmit the Dissertation etc. within the prescribed period of the course. If the Examiner recommends rejection of the Dissertation etc., the candidate shall submit the same on a revised topic to be approved by the Departmental M.Phil. Committee within the maximum duration of the course. If the Dissertation etc., is adjudged as satisfactory the same examiner will, as far as possible, hold the Viva-Voce also. The Viva-Voce shall be open to teachers/students in

the Department/Institute concerned, but they will not be entitled to put any question.

9.3 The question paper will be set by the External Paper-Setter only and the Paper-Setter shall also act as Examiner of the answer-books. In case, the Paper-Setter refuses to act as Examiner, the alternate examiner will be appointed.

10. Every candidate shall be examined according to the scheme of examination and Syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

11. The amount of examination fee to be paid by a candidate for each semester shall be as prescribed by the University from time to time.

A candidate who re-appears in one or more paper(s)/semester(s) for the purpose of passing/improvement of Grade shall pay fee as for the whole examination.

12. The medium of instruction shall be English except in the case of Sanskrit and Music, where it shall be English or Hindi and in the case of Hindi where it shall be Hindi.

The medium of examination shall be as under :

- (a) The question-papers shall be set in English except in the case of —
 - (i) Hindi, where these shall be set in Hindi.
 - (ii) Sanskrit, where these shall be set in English or Hindi; and
 - (iii) Music, Physical Education, Ancient Indian History, Culture & Archaeology, Public Administration and Education, where these shall be set in English and Hindi both.

- (b) The candidates shall write their answers in the medium as under :-

Subject	Medium
English, Mathematics, Geography, Chemistry, Physics, Botany, Zoology, Statistics, Law, Commerce & Management	} English
Hindi	Hindi
Sanskrit	English or Hindi or Sanskrit
Other subjects	English or Hindi

The provision under Clause (b) above is subject to relaxation as per Executive Council Resolution No.47 of 30.12.1988 i.e. candidate(s) may opt Hindi or the language concerned if facilities in the Department/Institute are available.

13. The minimum number of marks required to pass the examination in each semester shall be as under :

- (i) 45% marks in each written paper (including Sessional Work)/Practical;
- (ii) 50% in Seminars ; and
- (iii) 50% in the aggregate.

Further, the Dissertation/Project Work/Design Work must be adjudged as 'Satisfactory'.

The result of the candidate for the written papers, practicals and the seminars shall be declared but the candidate will become eligible for the award of degree only after his/her dissertation etc. has been evaluated as satisfactory.

14. The result of candidates who have passed both the Semester Examinations shall be classified into Grade, as under, on the basis of aggregate marks obtained in the First and Second Semester examinations taken together and the grade obtained by the candidate will be stated in his/her Degree :-

- (a) Candidates who passed both the Semester examinations in the first attempt and within minimum duration of the course i.e. one year obtaining 75% or more marks of the total

aggregate shall be declared to have passed in 'Grade A with Distinction'.

- (b) Those who obtain 60% but less than 75% marks ...Grade A.
- (c) Those who obtain 50% but less than 60% marks ...Grade B.

The topic/title of the Dissertation etc. and the grade obtained therein shall also be mentioned in the Degree.

15. A successful candidate may, if permitted by the Chairperson of the Department/Director of the Institute concerned, publish wholly or in part, his/her Dissertation as a paper, in Journals of repute.

16. For purposes of determining eligibility for award of University Medal, the minimum duration of the course will be one academic year extending upto 31st December.

ORDINANCE—MASTER OF PHILOSOPHY (M.PHIL.) EXAMINATION
(Annual System)

1. The duration of the course of instruction for the Master of Philosophy (M.Phil.) Degree shall be one year. There shall be actual teaching for a minimum of 180 days in each academic year excluding the admission, preparation and examination days.

The examination shall ordinarily be held annually in the month of April/May on such dates as may be notified by the Controller of Examinations.

Supplementary Examination will be held in December/January in the same year for re-appear candidates who have re-appear in one or more theory papers at the annual examination.

The dates fixed under this Clause shall be notified by the Controller of Examinations to the Chairperson of the Department concerned.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

3. The examination for the Degree of Master of Philosophy shall be held in the following subjects :

(1) English; (2) Sanskrit; (3) Panjabi; (4) Philosophy; (5) Music (Instrumental or Vocal); (6) Hindi; (7) Economics; (8) Political Science; (9) History; (10) Ancient Indian History, Culture & Archaeology; (11) Education; (12) Psychology; (13) Commerce; (14) Botany; (15) Chemistry; (16) Geography; (17) Mathematics; (18) Physics; (19) Zoology; (20) Statistics; (21) Public Administration; (22) Physical Education.

4. A person who has passed, in full, with at least 55% marks in the Master's Degree in a relevant subject of the Kurukshetra University or an examination recognised as equivalent thereto shall be eligible to join this course. Provided that the condition of marks in Master's Degree, shall be relaxable upto 50% in the case of a University appointed or approved teacher with at least three years service as such. Provided further that in case of Scheduled Caste or Scheduled Tribe candidates the minimum eligibility condition to M.Phil. Course will be the pass marks in the qualifying examination.

The admissions shall be made by the Departmental M.Phil. Committee in accordance with the criteria laid down by the Admission Committee.

The Departmental M.Phil. Committee shall consist of the Chairperson of the Department, Professor(s) in the Department and not more than three other teachers of the Department concerned, to be nominated by the Vice-Chancellor.

5. The examination shall be open to any regular student who :-
- (i) satisfies the minimum eligibility conditions, as given in Clause 4;
 - (ii) has remained on the rolls of a Teaching Department of this University for the academic year preceding the examination;
 - (iii) has his name submitted to the Controller of Examinations by the Chairperson of the Department concerned with the following certificates :
 - (a) of possessing good character;
 - (b) of having attended not less than 75% of lectures delivered for each paper (the course to be counted up to the day before the commencement of the examination) and having attended and participated in at least three Seminars organised by the Department during the relevant academic year.

Note :- The Chairperson of the Department may, in deserving cases, condone shortage of attendance of lectures up to a maximum of 20 lectures in each paper. No shortage of attendance of Seminars shall be condoned.

6.(a) A candidate who has failed in one or more Part(s)/Paper(s), or, having been eligible, fails to appear in the examination, for good reasons, may be allowed, on the recommendation of the Chairperson of the Department concerned, to appear/re-appear in the Part(s) /Paper(s) within the period of three years of his admission to the Course. Such a candidate shall be exempted from re-appearing in the Paper(s)/Part(s) in which he may have obtained at least 50% marks including Sessional(s).

(b) A candidate who does not complete the requirements for the award of Degree within a period of Three Years of his admission to the

Course, shall be declared to be unfit for M.Phil. Course at this University in the subject concerned. This is, however, subject to Clause 9.1 and 9.2 below.

(c) A candidate who has passed the M.Phil. Examination obtaining Grade-B may re-appear in the next two years of passing the M.Phil. Examination in one or more Theory papers to improve the grade.

*7. 20% of the maximum marks for each of the written papers shall be reserved for sessional work. The evaluation of the sessional work shall be based on the performance of the candidate in test(s) and/or assignment(s). There must be at least one test for each course. The evaluation of the seminars shall be based on the presentation of at least one paper by each candidate and participation in the Seminar held during the academic year. The Departmental M.Phil. Committee shall draw guidelines for the distribution of marks for the test(s)/assignments/Seminars. The Committee shall also ensure that these guidelines are followed and proper record is maintained and made available to the students also. Provided that in case of M.Phil. Physical Education, there will be two Seminars during the academic year, out of which one will have to be given by the candidate on the topic approved for submission of dissertation and if considered necessary, the topic of the Dissertation could further be modified at the time of Seminar. The assessment awards shall be sent by the Chairperson of the Department concerned to the Controller of Examinations at least 15 working days before the commencement of the Written Examinations when the classes break for the preparatory holidays.

Note:– 20% of the maximum marks for Sessional Work in each written paper shall not apply to the candidates for M.Phil. Physical Education admitted in the Department during the Academic Session 1994-95 only.

8. The subject of Dissertation/Project Work/Design Work of a candidate shall be approved by the Departmental M.Phil. Committee. The applications regarding the same and the synopsis thereof shall reach the Chairperson of the Department concerned by the dates to be notified by him for the purpose.

The Departmental M.Phil. Committee shall consider the topic/synopsis and approve the same with such modifications as it may deem

*Amended vide Executive Council Resolution No.18(25) of 30.12.2003, w.e.f. the Session 2004-05.

fit, in the First Term of the session so that the students can start work on the Dissertation. The Committee shall also appoint Supervisor(s) for the dissertation.

♦9.1 Every candidate shall be required to submit to the Controller of Examinations not later than the 31st December, two copies of his Dissertation alongwith CDs in PDF format and a brief abstract of the same, giving an account of the investigation/ research conducted and its main findings for the approval of the examiners. If any candidate fails to submit his Dissertation by 31st of December, he may do so any time by the 30th June of the following year where after no extension will be allowed in any case. Such a Dissertation shall be sent for evaluation only on expiry of the relevant date viz., 31st December or 30th June, but if in any particular Department all or majority of the candidates who are assigned to an External Examiner, submit the same before the expiry of the last date i.e. 31st December or 30th June, as the case may be, these will be sent for evaluation without waiting for expiry of the last date.

On the successful completion of the evaluation process of the dissertation and declaration of the award of M.Phil. degree, the Result Branch will notify the result of dissertation, a copy of which will be sent to Secrecy Branch to facilitate taking necessary action for sending CDs in PDF format of M.Phil. dissertation to the UGC within a period of thirty days, for hosting the same in INFLIBNET, accessible to all Institutions/ Universities.

9.2 The Academic Council, on the recommendation of the Board of Post-graduate Studies concerned, shall appoint an External Examiner for the Dissertation/Project Work/Design Work who shall examine and classify the Dissertation etc., as under :-

(i) GRADE-A WITH 'DISTINCTION'

If the candidate deserves 75% or more marks.

(ii) GRADE-A

If the candidate deserves 60% or more but less than 75% marks.

♦ Amended vide Executive Council Resolution No.3(9) of 31.10.2013 w.e.f session 2013-14.

(iii) GRADE-B

If the candidate deserves less than 60% but 50% or more marks.

(iv) UNSATISFACTORY

If the candidate deserves less than 50% marks.

If the Examiner considers the Dissertation etc., unsatisfactory he shall also point out in writing the defects and make suggestions for improvement and modification, if a revision will render it acceptable. Such a candidate shall be allowed to resubmit the Dissertation etc. within the prescribed period of the course. If the Examiner recommends rejection of the Dissertation etc., the candidate shall submit the same on a revised topic to be approved by the Departmental M.Phil. Committee within the maximum duration of the course. If the Dissertation etc., is adjudged as satisfactory the same Examiner will, as far as possible, hold the Viva-Voce also. The Viva-Voce shall be open to teachers/students in the Department concerned, but they will not be entitled to put any question.

9.3 The question paper will be set by the External Paper-Setter only and the Paper-Setter shall also act as Examiner of the answer-books. In case, the Paper-Setter refuses to act as Examiner, the alternate examiner will be appointed.

10. Every candidate shall be examined according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. However, Syllabus for the re-appear/failed candidates for the Supplementary shall be the same as applicable at the preceding Annual Examination.

11. The amount of Examination fee and fees for Dissertation/ Practicals Examination to be paid by the candidate shall be as prescribed by the Controller of Examinations from time to time.

A candidate re-appearing in Paper(s)/Part(s) shall pay fee as for the whole examination.

*12. The medium of instruction shall be English, except in the case of Sanskrit and Music, where it shall be English or Hindi, and in the case of Hindi where it shall be Hindi.

*Amended vide Executive Council Resolution No.2(7) of 24.6.2004, w.e.f. May 2004 examination.

The medium of examination shall be as under :-

- (a) The question papers shall be set in English except in the case of —
- (i) Hindi, where these shall be set in Hindi;
 - (ii) Sanskrit, where these shall be set in English or Hindi; and
 - (iii) Music, Physical Education, Ancient Indian History, Culture and Archaeology, Public Administration and Education, where these shall be set in English and Hindi both.
- (b) The candidates shall write their answers as under :-

English, Mathematics, Geography, Chemistry, Physics, Botany, Zoology, Statistics, Law, Commerce & Management	}	English.
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Hindi	}	Hindi.
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Sanskrit	}	English or Hindi. or Sanskrit.
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Other subjects	}	English or Hindi.
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The provision under Clause (b) above is subject to relaxation as per Executive Council Resolution No. 47 of 30-12-1988 i.e., candidate(s) may opt Hindi or the language concerned if facilities in the Department are available.

13. The minimum number of marks required to pass the examination shall be as under :-

- (i) 45% marks in each written paper (including Sessional Work)/Practical;
- (ii) 50% in Seminars;
- (iii) 50% in the aggregate.

Further, the Dissertation/Project Work/Design Work must be adjudged as 'Satisfactory'.

The result of the candidate for the written papers, practicals and the seminars shall be declared but the candidate will become eligible for the award of degree only after his dissertation etc., has been evaluated as satisfactory.

14. The result of candidates who have passed M.Phil. Examination shall be classified into Grade as under on the basis of aggregate marks obtained in the examination and the Grade obtained by the candidate will be stated in his Degree :-

- (a) Those who obtain 60% or more of the aggregate number of marks ... Grade-A.
- (b) Those who obtain 50% or more but less than 60% marks ... Grade- B.
- (c) Candidates who pass the examination in the first attempt and with minimum duration of the course after obtaining 75% or more marks in the aggregate shall be declared to have passed in Grade-A with 'Distinction'.

The topic/title of the Dissertation etc. and the grade obtained therein shall also be mentioned in the Degree.

15. A successful candidate may, if permitted by the Chairperson of the Department concerned, publish wholly or in part, his Dissertation as a paper, in Journals of repute.

16. For purposes of determining eligibility for award of University Medal, the minimum duration of the course will be one academic year extending upto 31st December.

**ORDINANCE—DOCTORATE IN PHILOSOPHY (Ph.D.)
EXAMINATION**

Local :

1. The Degree of Doctor of Philosophy (Ph.D.) may be granted in any Faculty of the University subject to general guidance of the Academic Council and general control of the faculty concerned.

2. Research studies for Ph.D. in different subjects in various Institutes/Departments of KUK shall be organized by the respective Post-graduate Boards of Studies

Eligibility :

3.(a) A candidate intending for admission to the course of Ph.D. must have obtained the relevant academic qualification(s) from the following :-

- (i) At least 55% marks in the main subject (or an examination recognized as equivalent thereto)/allied subject (or an examination recognized as equivalent thereto) at Master Degree Level or qualifying examination recognized as equivalent thereto (SC/ST/physically and visually handicapped candidates will be given a relaxation of 5% in the minimum percentage of marks)
- (ii) Provided that the candidate having at least 55% marks in M.Tech./M.Sc. (in any discipline other than Instrumentation) with 2-years experience of teaching (full time)/Research in instrumentation shall also be eligible for applying for Ph.D. in Instrumentation Engineering programme.
- (iii) Provided further that a candidate seeking admission on a topic in Classical Indian Philosophy involving some particular Philosophical text in Sanskrit, shall also be required to have passed a Diploma course in Sanskrit if the candidate did not have Sanskrit at B.A. or M.A. Level.
- (iv) At least 50% marks at the Master degree level in the main/allied subject and at least three years 'full time' teaching experience in the concerned subject in recognized College(s)/University Teaching Department(s)/Institute(s) or professional from State/Central Service/Public Sector Undertaking and senior executive from Corporate &

Autonomous bodies with ten years experience in managerial/supervisory capacity.

Note :-1 For calculating percentage of marks for Master's Degree in the case of Education and Library & Information Science, marks obtained in B.Ed. + M.Ed. (Each one Year Course) and B.Lib. Sc. + M. Lib. Sc. (Each one year course) as the case shall be halved.

Note :-2 It will be the responsibility of the candidate to ensure his/her eligibility and fulfillment of such other condition(s) as may be prescribed for admission in the rules and regulations of the University. The admission to Ph.D. course will be in order of merit as per clause 8.1 to 8.4 subject to availability of seat(s) and expert(s) for guidance/supervision in the area of research. Before submission of Application Form, the candidate is required to ascertain these facts from the concerned Department/Institute. Merely qualifying the entrance test will not *ipso-facto* entitle a candidate to get himself/herself enrolled for Ph.D. course in the Department/Institute concerned.

The candidates pursuing M.Phil. Course or any other course can not be considered for enrollment to Ph.D. course till their pursuing course is completed (Degree/Provisional Certificate to be submitted before the last date of submission of Application Form for admission to Ph.D. Course).

In service, applicant(s) will submit their Application Form through their employer. If a candidate joins service after submission of Application Form, shall also submit NOC from his/ her employer before his/ her enrollment. In case, student joins service after the enrollment in Ph.D., he/ she will have to obtain the prior permission from the University subject to fulfillment of stay condition required under clause 3 (b) of the Ph.D. Ordinance.

(b) Every student doing research in a subject/discipline where experimental work in a laboratory is required shall have to stay after registration for a minimum period of two years at Kurukshetra or at Institute recognized by the University for prosecuting the research (See Appendix)

In case of other students, the minimum period of stay after registration at Kurukshetra or at institute recognized by University will be one year. In exceptional cases, where there is sufficient justification

for doing so, the condition of minimum stay at Kurukshetra may be relaxed by the Boards of Studies concerned on the recommendations of the Supervisor(s) and Director/Chairperson of the concerned Institute/Department. Fulfillment of stay condition shall be certified by the Supervisor of the student at the Form for particulars verification as required under Clause 23 of the Ph.D. Ordinance.

Enrollment :

4. The candidate shall apply for admission in the prescribed Application Form available with the Manager, Printing & Publication (University Press) Kurukshetra University, Kurukshetra or it can be downloaded from the University website www.kuk.ac.in. In case of downloaded Application Form, the applicant shall remit the prescribed price of Application Form as fixed by university through Oriental Bank of Commerce Receipt from K.U. Campus or through any CBS branch of PNB or through IPO/Bank Draft in favour of Registrar, K.U., Kurukshetra.

5. Every year, the Application Forms for admission to Ph. D. Degree Course in different subjects shall be submitted, along with entrance test fee for the Ph.D. Course wherever applicable as fixed by the University, to the office of the Chairperson/Director of the respective University Teaching Department/Institute by 30th September. The Application Form may be submitted upto 31st October with entrance test fee (if required) alongwith a late fee as prescribed by the University.

Separate Application Form(s) shall be filled up for each category, viz. Entrance Test category (Main Subject), Entrance Test category (Allied Subject) and Exempted Category. Candidates applying in allied subject (or an examination recognized as equivalent thereto) will be considered only in entrance test category.

The Application Form for admission to Ph.D. Course where result of qualifying exam has been declared late, the candidate may submit the copy of DMC of main/allied subject with grand total upto 10th November, failing which his/her Application Form for admission to Ph.D. Course will not be considered.

Where a candidate intends to get exemption under Clause 7.8 of the Ph.D. Ordinance, he/she may submit application form alongwith either a copy of certificate to qualify UGC/CSIR–JRF/NET, GATE, SLET and M.Phil. Course (including Viva-voce result) issued by the concerned competent authority or a self attested the copy of qualifying the above

said examinations downloaded from the website. However, he/she will have to submit a copy of the above said certificate(s) issued by the concerned competent authority upto 31st December failing which his/her application form for admission to Ph.D. Course will not be considered.

A candidate may apply for admission to Ph.D. Course (through Entrance Test) in not more than two subjects i.e. main subject (in which he/she has passed his/her master degree) and the other is its allied subject, if any. A list of concerned allied subjects duly recommended by the Departmental Ph.D. Committee, Deans Committee and approved by the Vice-Chancellor shall be placed at the University website. The number of pre-determined seats for admission to Ph.D. Degree Course in different subjects shall be notified on the University website which may be maximum 3/4th of 08 seats per teacher as per Clause 12. The candidates having qualified UGC/CSIR-NET JRF with fellowship/GPAT (for Pharmacy) will be given one additional chance for admission to Ph.D. course. For this the University will notify on the University website the availability of 3/4th of the vacant seats in different Departments/Institutes as on 15th May exclusively for such candidates. Such Candidates may submit their applications on prescribed forms or downloaded from the University Press or downloaded from the University website (along with the cost of the form) up to 31st May in the concerned Department/Institute. These seats will be filled up in order of merit as per Clause 8.2 in accordance with the State Reservation policy. The process of admission will be completed by 15th June. Vice-Chancellor may increase the number of seats in exceptional cases on the recommendations of the Departmental Ph.D. Committee, Dean of the Faculty concerned and Dean Academic Affairs.

6. The Departmental Ph.D. Committee shall consist of :

(i) All the Professors in a given Department/Institute;

OR

Three senior most Teachers having Ph.D. degree, in case the number of Professors in the department/institute is less than three. Further, if the required number of teacher(s) is not available in the department/institute, the Chairperson/Director of the Department/ Institute may recommend the name(s) of eligible teacher(s) from the allied subject(s) from within the University Teaching Department(s)/ Institute(s) as member(s) of Departmental Ph.D. Committee for approval of the Vice-Chancellor.

(ii) Supervisor of the Ph.D. Student.

7.1 University shall hold the Entrance Test of main subject on 3rd Sunday and of allied subject on 4th Sunday of November every year for those candidates who are not exempted from Entrance Test in terms of Clause 7.8. Candidate(s) who are exempted but intends to appear in the entrance test will be eligible to apply for both the Entrance Tests i.e. Entrance Test of Main Subject and Entrance Test of Allied Subject, if otherwise eligible.

A committee consisting of the concerned Chairperson/ Director of the Department/ Institute (Co-ordinator of the test) and the Controller of Examinations will conduct the Ph. D. Entrance Test. A common examination center will be created in the University by the Controller of Examinations for all the Departments/ Institutes. Examination of Paper-I will be held from 11.00 a.m. to 12.00 noon and examination of Paper-II from 2.00 p.m. to 4.00 p.m. on the same day of the Entrance Test.

The scheme of Entrance Test will be as under :

Paper-I

Subject related paper (comprising of 50 objective type questions to be attempted on OMR sheet)

Duration : One hour

Maximum Marks : 100

Paper-II

Subject related paper (Descriptive)

Duration : Two Hours

Maximum Marks : 100

The Departmental Ph. D. Committee shall recommend and supply to the Controller of Examinations, a panel of 5 (five) external experts alongwith a copy of the syllabi of compulsory papers of the concerned subjects. One question paper each of Paper-I and Paper-II will be got prepared by the Controller of Examinations from Expert(s) as approved by the Vice-Chancellor.

Setting of question papers for Ph. D. Entrance Test shall be from the Syllabi based on of compulsory paper(s) of concerned subject.

There will be no question of Reasoning/ Logic/ English in Ph.D. Entrance Test.

Syllabi for entrance test duly approved by the Ph.D. committee of the concerned Department/Institute will be placed at University website.

7.2 The medium of examination shall be English/Hindi only, except in the examination for languages other than English.

7.3 Evaluation of Paper-I will be got done by the committee consisting of the concerned Chairperson/Director of the Department/Institute and Controller of Examinations. Thereafter, Paper-II of the candidate(s) who qualify Paper-I as per Clause 7.4 shall be evaluated by the external paper setter(s)/examiner(s) as approved by the Vice-Chancellor.

7.4 The candidate will be required to secure at least 50% marks (45% for SC/ ST candidates) in Paper-I and Paper-II separately for being eligible for admission to Ph. D. Course.

7.5 Result of Entrance Test shall be notified by the Director/Chairperson of the Institute/Department at University website.

7.6 The examination fee for Entrance Test will be as determined and notified by the University from time-to-time

7.7 There will be no provision for re-evaluation of answer books for the papers of Ph. D. Entrance Test.

7.8 The following categories of candidates will be exempted from Entrance Test for admission to Ph.D. Course :

- a) A Candidate having master degree in the main subject and qualify UGC/ CSIR-JRF/ NET or SLET in the concerned subject.
- b) A Candidate having master degree in the main subject and qualify GATE in the same subject.
- c) In the case of M. Phil. Candidates :
 - (i) Candidates who have obtained M.Phil. degree in the concerned subject from Kurukshetra University, Kurukshetra and whose admission at the M.Phil. has been through an Entrance Test and Course Work has been prescribed at the M.Phil. level, will be exempted from entrance test and if admitted will be exempted from the Pre-Ph.D. Course.

- (ii) A candidate who has done M.Phil. in the concerned subject from another University as a regular student may be exempted from the course work of the Ph.D. course. However, such a candidate will have to appear in the entrance test as applicable to a fresh candidate directly joining Ph.D.
- (iii) M.Phil. Candidates in the concerned subject of Kurukshetra University, Kurukshetra whose admissions were made without an entrance examination and have been through the course work prescribed at M.Phil. level, shall be required to undertake entrance test for admission to the Ph.D. programme. However, such a candidate may be exempted from course work of Ph.D. Course.
- (iv) Candidates who have obtained M.Phil. degree through Distance Education are not exempted and will be required to qualify the Ph. D. Entrance Test and pass the course work for Ph. D. Programme.

8.1 On qualifying the Entrance Test, the admission shall be made upto a pre-determined number of seats as per criteria for merit given below :-

Percentage of marks in qualifying examination	= 30%
Percentage of marks at graduation level	= 20%
Percentage of marks in qualifying Entrance Test	= 50%

8.2 The criteria for preparing merit list for candidates exempted under clause 7.8 from Entrance test shall be as under :-

Percentage of marks obtained at PG Level Examination	=70%
Percentage of marks obtained at UG level Examination	=20%
Percentage of marks obtained at 10+2 Examination	=10%

The candidates having qualified of UGC/CSIR-JRF in the concerned subject having validity period at the time of counseling shall be admitted up first from the Common Merit List of Exempted Category and in accordance with State Reservation Policy. The remaining seat(s) shall be filled up from the remaining applicants of Common Merit List of Exempted Category in accordance with merit and State Reservation Policy.

Note : JRF candidates shall give an undertaking at the time of enrollment to Ph.D. Course that he will join for fellowship after enrollment failing which his/ her admission may be cancelled.

(A weightage of five marks under Clause 8.1 & 8.2 will be given to those candidates who have passed the qualifying Examination from Kurukshetra University, Kurukshetra.)

8.3 50% seats will be filled up out of the categories exempted from the entrance test on basis of merit prepared as per Clause 8.2 and the remaining 50% seats will be filled up out of the candidates qualifying the entrance test on the basis of merit prepared as per clause 8.1 in accordance with the State Reservation Policy. However, seats remaining vacant in each category, viz. exempted and entrance test, may be filled up Vice-versa adhering to the State Reservation Policy.

8.4 The reservation of seats shall be applicable to clause 8.1 and 8.2 above as per Reservation Policy of Haryana Govt. Standing committee consisting of Dean of the Faculty concerned and the Chairperson/Director of the concerned Department/Institute shall scrutinise the merit list/admission list prepared by the Department/ Institute in accordance with the provisions of the Ph.D. Ordinance before allowing the applicants for their admissions/enrollment.

8.5 The Departmental Ph.D. Committee will scrutinise the applications of the enrolled students and allot the eligible supervisor(s) on merit and based on the area of Research Work for Course Work mentioned in the application form. The allocation of seats with the supervisors will be as per number of seats available with them in view of the available laboratory/ infrastructure, specialization among the eligible supervisors, and the research interest of the student as indicated during interview by the student. Departmental Ph.D. committee may initiate the process of registration of the students exempted from course work after a period of two months from their enrollment and for others within one month after qualifying the Course Work.

9.(a) The course work is compulsory for all Students (except M. Phil. students exempted by the UGC as given in Clause 7.8 (c)). They shall be required to undertake specified Course Work which will be for a minimum period of one semester and will commence from 15th January every year positively. The course will be treated as Pre-Ph.D. Course.

50% attendance for the course work will be compulsory during the whole semester; however, 15% attendance may be condoned by the Dean, Academic Affairs on the recommendations of the Director/Chairperson of the concerned Institute/Department through its Dean of Faculty.

Further, Vice-Chancellor may exempt a student from course work of the Pre-Ph.D. Course in hard and exceptional case(s) on recommendations of a constituted committee.

The regular teachers of the Universities and its affiliated colleges shall do Course Work in three capsule programmes of ten-days each at the end of second/fourth and sixth month of the Course Work. The Chairperson/Director will ensure that the teacher concerned has covered the syllabi within the said prescribed period by arranging special classes for such teachers-cum-students

Vice-Chancellor may condone 15% attendance in capsule programme in hard and exceptional cases on the recommendations of a constituted committee.

If a student fails to attend his/her classes continuously for seven days from the date of commencement of the classes or from the date of enrollment in pre-Ph.D. Course/capsule programme, his/her admission shall be cancelled. His/her admission will be revived only once on the recommendations of the Departmental Ph.D. Committee only in the following week of his/her absence on the request of the student to the concerned Chairperson/Director, giving valid reason of absence with documentary proof, with a penalty of Rs. 1000/-.

If found necessary, Course Work may be carried out by a Ph.D. student in a sister Department/Institute of the faculty or any other National Laboratory/ National Organization on the recommendations of the Departmental Ph.D. Committee and approval of the Vice-Chancellor provided that Syllabus and Scheme of Course Work are similar or equivalent to the course work of parent department/ institute. Due credit will be given to the student concerned. The student concerned shall submit the documents relating to qualify the said Course Work.

(b) On fulfillment of the condition of the attendance, the student will be required to qualify the course work examination as under:

“Syllabi and other details for the Course Work test shall be framed by the Departmental Ph.D. Committee. Examination and evaluation of

the Course Work will be conducted by the concerned Department/Institute as under :

- i) There will be two papers having 100 marks each as mentioned below:

I) Research Methodology : 100 Marks

II) Term Paper : 100 Marks

Term Paper will consist of the following :

- a) Seminar in the thrust area/s of the research work - 50 Marks
 b) Research Assignment/ literature survey etc. - 50 marks
- ii) Paper setting, conduct of examination and evaluation of Paper-I (Research Methodology) will be carried out by the Departmental Ph.D. Committee.
- iii) There will be no written test of Paper-II. However, the evaluation of Seminar and Research Assignment/literature survey etc. will be made by the Departmental Ph.D. Committee
- iv) The qualifying marks of the Papers-I & II of the course work shall be 50% in each paper.
- v) In case, a student fails in the Ph.D. Course Work, he/she shall be given only one more chance to appear in the re-examination of Course Work which shall be held after a gap of three months from the date of declaration of the result of Course Work. In case, if a student fails to qualify again in the re-examination, his/her admission shall stand automatically cancelled.

Registration :

10. Applications of students who qualified the course work or exempted from course work will be scrutinised and then placed before the Departmental Ph.D. Committee to examine these applications, test the student through Seminar to probe his/her knowledge in the subject, determine his/her suitability, satisfy itself that the subject can be profitably pursued for research by the student under the superintendence of the Institute/Department and recommended/ forward the application(s)

alongwith the name of Supervisor(s) allotted to the student and the topic of research to the Board of Studies. The presence of the Dean of the Faculty concerned or Dean Research and Development or Dean, Academic Affairs or his/her nominee shall be necessary when seminar is conducted. The student shall submit her/his synopsis in the language in which he/she will submit his/her thesis. PG Board of Studies shall approve the topic of Research in English language and Hindi Language or the language in which thesis is to be submitted.

11. The Post-graduate Board of Studies shall decide the case of registration as it deems fit and shall approve the topic of research and the name of the supervisor(s) recommended by the departmental Ph.D. committee either from University Institute/Department or from a recognized college and Joint Supervisor (Intra-Departmental/Inter-Departmental/ External), if it considers it desirable in a particular case. The reason for recommendation of Joint Supervisor will be recorded in the proceedings.

The External Supervisor should be a scholar of eminence. Prior consent of the Joint Supervisor shall be obtained by the student before his/ her registration.

Where the Supervisor of the Scholar has active service of less than one year he/she will be allowed to supervise fresh scholars along with Co-Supervisor from the concerned Institute/Department.

A college teacher on a duly approved Budgeted/Aided post with 5-years teaching experience of P.G. classes, publication in three Journals having ISSN number and infrastructure for research available in his/her college may supervise Ph.D. Scholars on the recommendations of the Principal of the college concerned.

However, the teachers working in University College, University College of Education, Institute of law, Institute of Indological Studies and Directorate of Distance Education located at the University Campus with 5 years teaching experience, three publications in Journals having ISSN number will be eligible to supervise Ph.D. Scholars as the research facilities are available at University Campus.

The teacher of the recognized college willing to supervise Ph.D. Scholars shall submit his/her request along with Bio-data with details of teaching experience/research work/publications duly recommended by the Principal of the college concerned that the college will provide necessary infrastructure, library and laboratory facilities to the student, to

the Chairperson/Director of the Department/Institute. The Departmental Ph.D. Committee will consider and recommend the application of the teacher concerned for inspection of the college by the standing committee of Dean, Research and Development or his nominee, Dean of the Faculty concerned and the Chairperson/Director of the Department/Institute. The committee shall submit its report to the Vice-Chancellor for approval. Inspection Fee of Rs. 1000/- per member, TA/DA of the members will be paid by the aided college(s) as per rates approved by the University. After the approval of the Vice-Chancellor, the case concerning supervision of Ph.D. scholars by the teachers of that college shall be placed before the PGBOS for consideration.

12. A Teacher may supervise eight (08) students at a time (if he/she possesses a Ph.D. degree). The seat with a teacher shall be considered as vacant from the date of the submission of Ph.D. thesis with the university. However, a Newly recruited teacher (if he/she possesses Ph.D. degree) shall be allocated one enrolled Ph.D student and that student shall be registered under his/her supervision on confirmation of the teacher concerned. Therefore, he/she may supervise Ph.D. students at a time as under :

<i>Grand Pay</i>	<i>Designation</i>	<i>No. of Ph.D. Students</i>
Rs. 6000/-	Assistant Professor	03
Rs. 7000/-	Assistant Professor (Sr. Grade)	05
Rs. 8000/- and above	Assistant Professor (Selection Grade), Associate Professor & Professor	08

13. If the Supervisor of a student leaves the University before the completion of the research work or is otherwise unable to supervise the work, due to some valid reason(s), Vice-Chancellor may allow the change of the Supervisor from within University, on the recommendation of the Departmental Ph.D Committee, and the change of supervisor is in the interest of the completion of the work.

14. The date of provisional enrollment of candidate shall be the date on which his/her prescribed enrollment dues are accepted by the University. However, provisional enrollment to Ph.D. Course may be

cancelled at any stage if a student is found ineligible for admission to Ph.D. Course. The full fee paid by him/her shall be refunded provided that there should not be any concealment/non-submission of facts/document (s) on the part of student.

The date of registration to Ph.D. course shall be the date on which the case is recommended by the PGBOS provided that the Annual fee for Ph.D. course is deposited within one month from the date of meeting of the PG Board of Studies.

Once registered, the student and his/her work and conduct shall be under the general disciplinary control of the Institute/Department. Any legal dispute relating to Ph.D. admission/ registration of student will be subject to Court(s) at Kurukshetra or Court(s) having jurisdiction in Kurukshetra.

Provided that the Vice-Chancellor shall have the power to cancel the admission of a student at any time, after the issue of a due show-cause notice, on disciplinary or any other grounds which are considered to be not in consonance with the dignity and behaviour of a student or non-payment of hostel or any other dues or any other reason(s).

A student enrolled for Ph.D. may be awarded scholarship/fellowship by the University/other agencies provisionally and their payment of scholarship/fellowship shall be released after their cases are recommended by the P.G.B.O.S. of the Department/Institute for registration. URS shall be awarded to the topper students (s) enrolled for Ph.D. course out of the common merit list of entrance test category only. The criteria for award of URS/JRF shall be as given in Clause 8.1 & 8.2 of the Ph.D. Ordinance. URS/JRF students enrolled for Ph.D. research work will be considered for payment of scholarship/fellowship as per concerned rules of Scholarship/Fellowship.

15. Every student shall submit his/her thesis within a period of four years, but not before two years from the date of recommendations of the Board of Studies. If a student fails to submit his/her Thesis within a period of four years, he may apply for the extension to the concerned Chairperson/ Director, citing the proper reason(s) for non-submission of the thesis before the expiry of his/her period, failing which his/her registration will stand automatically cancelled.

However, the candidate may apply for restoration, to the concerned Chairperson/Director, citing the proper reason(s) for not seeking extension in time limit and non-submission of thesis after passing of

4-years, of his/her registration for Ph.D. with a restoration fee of Rs.1,000/- within a period of 3 months, Rs.2,000/- within a period of 6 months, Rs.5,000/- within a period of one year provided that his/her application is recommended by the Supervisor, the Departmental Ph.D. Committee and allowed by the Vice-Chancellor.

The period of four years for submission of Ph.D. Thesis may be extended in exceptional cases, by a maximum of two years, on yearly extension basis by the Vice-Chancellor on the recommendations of the Supervisor(s) and the Departmental Ph.D. Committee.

16. The student shall present his/her work at three open seminars after his/her registration, 1st seminar may be held after one year gap from the date of registration, 2nd seminar may be held after nine months from the 1st seminar. Prior to submission of thesis, 3rd seminar (pre-submission seminar) of the student shall be conducted only after a certificate given by the Supervisor & Chairman/Director of the Department/Institute regarding requisite period of stay as required under clause 3(b) of the Ph.D. Ordinance. The student shall make a presentation of his/ her research work in the Institute/ Department which may open to all the faculty members and research student(s), for getting feedback and comment(s) which may be suitably incorporated into draft thesis under the advice of the Supervisor. The presence of Dean of concerned Faculty or Dean Research and Development or Dean, Academic Affairs or his/her nominee shall be necessary.

17. Every student shall submit his/her progress report annually from the date of Ph.D. registration duly recommended by the Supervisor to the Chairperson/Director of the Department/Institute for approval of the PGBOS. If the student does not submit the annual progress report continuously, the Departmental Ph.D. Committee shall recommend his/her name for cancellation of Ph.D. enrollment/registration admission to the PGBOS. The Post-graduate Board of Studies may then recommend cancellation of his or her enrollment/registration admission to the appropriate bodies.

18. If the work of student is found unsatisfactory at any stage as reported by the Supervisor(s), the Departmental Ph.D. Committee shall give him or her an opportunity to explain his/her position and make suitable recommendation including the cancellation of his/her Ph.D. Registration. The Post-graduate Board of Studies may recommend for cancellation of his or her admission to the appropriate bodies.

19. No student shall join or continue any other course of study or appear at any examination after his/her enrollment to Ph.D. Course till submission of the Ph.D. Thesis. The Vice-Chancellor may, however, allow a student to appear in an examination or to attend a course in the University which is conducive to his or her research and is of minor nature, including improvement of any previous result.

20. The Post-graduate Board of Studies may allow a Topic of Research to be modified upto two years after registration.

Provided that minor changes in the wording of the topic of Research may be allowed by the Post-graduate Board of Studies upto six months before the submission of the thesis.

21. Every Thesis shall be a piece of research work characterized either by discovery of new facts or enunciation of a new theory or theories or by fresh interpretation of known facts.

In either case, it shall evince the capacity of the student for critical examination and judgement. The literary presentation of the Thesis should be of a high standard i.e. concise, laid out logically and in proper sequence, far from grammatical and typographical errors and referenced properly.

22. The student may incorporate in his or her Thesis the contents of any work that he or she may have published on the subject but shall declare this fact in the Thesis. However, he or she shall not submit in his or her Thesis any work for which a degree already has been conferred on him or her or any other student by any University/Organization.

Student in the Science Faculties may incorporate in the Thesis any indigenous development of equipment, apparatus or technique that is not commercially available in the country at the time.

Submission of Thesis:

23. The student shall be allowed to submit his/her Thesis only after he/she has published one research paper in a Referred Journal or he/she may furnish the proof of acceptance. The research paper in question should be related to research work reported in the Thesis. A certificate in prescribed format in respect of above issued by the Supervisor and Director/Chairperson of the Institute/Department

alongwith form of particular verification (In Duplicate) filled by the student shall be sent to the Ph. D. (Registration Section) well before submission of thesis.

24. The student shall submit four copies of his/her Thesis, typed at 1½ space on both sides of the page, with Art paper binding along with 3 CD in PDF Format of his/her thesis. After finalization of the award of Ph.D. Degree, two copies of the thesis will be sent to the University Library and remaining two copies of the thesis to the Departmental Library. 1 CD will be kept by the Department/Institute concerned, 2nd CD will be sent to the University Library and 3rd CD will be sent to the UGC.

The thesis should be accompanied by a declaration from the student duly countersigned by the Supervisor that the material embodied in the present work is based on his/her research work. The certificate will further state that the contents of the thesis have not been earlier submitted in part/parts for any degree/diploma to any other institute/university. There should be no University logo on the thesis.

Evaluation :

25. The student shall also submit a summary of the Thesis in about 500 words indicating how far the Thesis embodies the result of his or her own research or observations and in what respect his or her investigation appears to him or her to advance the study of the subject of his or her Thesis. This will be done two weeks before the meeting of the Board of Studies. When a research scholar is ready to submit his or her Thesis for evaluation, he or she shall obtain a certificate from his or her supervisor to this effect and shall apply to the Director/Chairperson for appointment of his or her Examiner enclosing an abstract of his/her Thesis including the table of contents.

26. The Post-graduate Board of Studies shall recommend a panel often specialists in the field for appointment as evaluators for each Thesis. The Departmental Ph.D. Committee will draw a list of ten numbers of specialists keeping in view their specialization for the consideration of the Post-graduate Board of Studies. The specialists recommended shall be either Professors or persons of eminence or persons holding equal status and their specialization shall be relevant to the topic of the Thesis.

Names of only those persons shall be recommended who are known to be physically fit and are able to undertake a journey for the conduct of viva-voce, if invited.

Provided that, if the Board of Studies feels that the panel should consist of more than ten names it may recommend additional names. The panel of evaluators/examiners recommended by the PGBOS shall be valid for nine months from the date of the meeting of the PGBOS. On expiry of the same, it will be re-considered by the PGBOS on the request of the student duly recommended by his/her Supervisor.

27. The Thesis shall be finally referred to two examiners selected by the Vice-Chancellor from the panel drawn by Post-graduate Board of Studies out of which one shall be out of state.

The evaluator(s) will state categorically in their reports whether in his/her opinion:

(a) Thesis should be accepted for the award of Ph.D. Degree;

OR

(b) It should be referred back to student for presenting it again in revised form;

OR

(c) It should be rejected.

The evaluator(s) shall state reasons for approval or resubmission of the Thesis. If he or she recommends resubmission, he or she shall specifically indicate what modifications he or she wants that student to effect and incorporate in the Thesis.

The examiner for a thesis shall indicate in his/her report whether the Thesis is fit for publication in its original or modified form. In the latter case, he/she shall make definite suggestions for improvement.

If the examiners recommend the award of Degree, they may also give in their report a set of questions, which they would like to put to the student at the time of Viva-voce.

If one out of two examiners recommend resubmission with some modifications in the Thesis, the student shall be asked to modify the Thesis and resubmit the same only once, not earlier than six months and not later than two years, after having carried out all the modifications with a certificate from the Supervisor that all the modifications have been carried out.

A resubmitted Thesis shall be examined by the examiner(s) who evaluated the original thesis unless any of them is unable or unwilling to

do so in which case substitute(s) shall be appointed from the panel by the Vice-Chancellor. The examiner(s) for the revised thesis will only see whether the objections raised have been met or not.

If one out of two examiners recommends the thesis as rejected, the thesis shall be sent to third examiner for evaluation. The decision of the two examiners out of three shall be considered. A student whose Thesis is rejected shall not be registered again for Ph.D. degree with the same topic.

28. If two of the examiners recommend award of the degree, the student shall be examined through Viva-voce examination by one of the examiner, to be nominated by the Vice-Chancellor. If both examiners are unable or unwilling to conduct the Viva-voce examination, another name will be picked up for the purpose by the Vice-Chancellor from the panel already approved by the Post-graduate Board of Studies.

The Viva-voce examination shall be conducted by the external examiner and will be held in the concerned Department/Institute at Kurukshetra University unless ordered otherwise by the Vice-Chancellor. The date, time and the subject of the Thesis shall be notified by the concerned branch to the various departments/institutes of the faculty concerned including the Supervisor and the student. It will be the privilege of only the external examiner conducting the Viva-voce to ask the questions to the student. However, after the completion of formal viva the relevant clarification/discussion, if any, may be held which will not be part of the Viva-voce examination. The presence of Dean Academic Affairs or Dean, Research & Development or Dean of concerned Faculty, shall also be necessary during the Viva-voce.

The student will have to present himself for the Viva-voce examination when fixed by the University failing which he will be declared ineligible for the award of Degree. However, in case the student is unable to attend the Viva-voce on the fixed date for any unavoidable reason, the Controller of Examinations on a request by the student in writing with a fee of Rs. 500/- can allow one time postponement of the date upto a maximum period of three months from the date previously fixed by the University failing which the student will be declared ineligible for the award of Degree. In case the examiner has turned up for viva of the said student on the fixed date, the total expenditure on TA/DA will be charged from the student upto the next rounding figure of Rs. 100/- on higher side.

In case any Ph.D. student appears for his/her Viva-voce Examination but fails in Viva-voce, in such cases second evaluator may be called for conducting the Viva-voce examination after giving three month's time to the research scholar to prepare himself/herself. The report of Viva of second examiner will be taken as final.

29. The thesis evaluation and viva-voce reports of examiners shall be placed before the Research Degree Committee consisting of the Vice-Chancellor, the Dean of the Faculty concerned and Director/Chairperson of the Institute/University Teaching Department. It shall be the function of the Committee to consider the reports and to recommend to the Vice-Chancellor whether :

The Degree be awarded;

OR

The Thesis be revised and resubmitted for re-examination;

OR

The Thesis be rejected.

30. The University shall issue a provisional certificate certifying to the effect that the degree has been awarded in accordance with the provisions to Regulations of the UGC.

31. The absence of the Dean and/or the Director/Chairperson or Head of the Institutes/Department at the meeting of the Research Degree Committee, shall not vitiate its proceedings. However, the Vice-Chancellor may co-opt an expert in the subject the Director/Chairperson or Head of the Institute/Department, if he considers it necessary.

32. No Thesis shall be published without the prior permission of the University. The research scholar may apply to the Director/Chairperson of the Institute/Department for permission to publish his or her Thesis within five years from the date of award of the Ph.D. Degree. The Director/Chairperson shall satisfy himself or herself that the Thesis is in publishable form. He or she will be guided by the reports of examiners. A certificate will be obtained from the supervisor to the effect that necessary improvements suggested by him or her and the examiners have been properly carried out. After that, the Chairperson/Director of the Department/Institute concerned shall be requested to get necessary recommendations of the Board of Studies of

the Department in this regard. The recommendations of BOS shall be got approved from the Vice-Chancellor

33 However, the Academic Council, on the recommendation of the Vice-Chancellor, shall have the right to withdraw the degree if plagiarism or duplication or any other form of malpractice is detected at any stage, and to initiate such further action as it deems fit.

Provided that the Vice-Chancellor shall get the complaint in the matter investigated confidentially and shall give the accused an opportunity to explain before he makes his recommendation on the matter to the Academic Council. There shall be no limitation of time for this action of the Academic Council.

Fees :

34. Fees to be paid by the student during the Ph.D. Course will be laid down from time to time by the University.

35. Remuneration payable to each evaluator shall be as laid down by the University.

36. In case of any ambiguity/non-availability of rule(s) in Ph.D. Ordinance, the decision/rule(s) of the University will be final.

APPENDIX**List of Universities, Laboratories and Institutions Recognized
Under Clause 3 of Ordinance— Doctorate in Philosophy**

1. All the Indian Universities, which are Members of the Inter-University Board of India.
2. All C.S.I.R. Laboratories in India.
3. All Laboratories Maintained and Run by the Dept. of Atomic Energy.
4. Indian Association for the Cultivation of Science, Calcutta.
5. Indian Institute of Science, Bangalore.
6. All Indian Institute of Technology including Institute of Technology, Banaras Hindu University and Birla Institute of Technology & Science, Pilani.
7. Tata Institute of Fundamental Research, Bombay.
8. All Defence Science Organisation Laboratories in India.
9. Indian Institute of Public Administration, New Delhi.
10. Indian School of International Studies, New Delhi.
11. School of African Studies, New Delhi.
12. Vishvesharanand Vedic Research Institute, Hoshiarpur.
13. Institute of Indology, Lucknow Road, New Delhi.
14. Ahimsa Shodh Peeth, Lady Hardinge Road, New Delhi.
15. All Research Labs of Geological Survey of India.
16. All Research Labs of the Oil & Natural Gas Commission.
17. All Research Labs of the Indian Space Research Organisation.
18. All Research Labs of the Electronics Commission and Department of Electronics, Govt. of India.
19. Hindustan Steel Ltd., Research Laboratories.

20. Electronics Corporation of India Ltd., Hyderabad.
21. (a) All India Institute of Medical Sciences, New Delhi,
Medical College, Rohtak.
(b) Post-graduate Institute of Medical Education and
Research, Chandigarh.
22. National Dairy Research Institute, Karnal.
23. Indian Agriculture Research Institute, Pusa, New Delhi.
24. All Central & State Govt. Forensic Science Laboratories.
25. Technological Institute of Textiles, Bhiwani.
26. The National Council of Educational Research and Training,
New Delhi.
27. The Central Institute of Indian Languages.
28. The Indian Statistical Institute, Calcutta.
29. The Institute of Economic Growth, Delhi University, Delhi.
30. All Research Labs of the Indian Council of Medical Research,
New Delhi.
31. All Research Labs of the Zoological Survey of India.
32. National Institute of Family Planning, New Delhi.
33. All Research Labs of National Institute of Marine Biology,
Panaji, Goa.
34. Delhi Zoological Park, New Delhi-3.
35. Forest Research Institute, Dehradun.
36. All Laboratories Maintained by the Department of Science &
Technology, Govt. of India.
37. Bose Institute, Calcutta.
38. Raman Institute, Bangalore.

39. Bharat Heavy Electricals Ltd. Research and Development Laboratories.
40. Ahmednagar Textile Industries Research Association, Ahmedabad.
41. Sri Ram Institute of Industries.
42. Bombay Textiles Institute Research Association, Bombay.
43. Southern Textiles Industries Research Association, Bangalore.
44. Observation of Meteorological Department, Govt. of India.
45. Survey of India.
46. Central Institute of English and Foreign Languages, Hyderabad.
47. Institute of Criminology and Forensic Science, Govt. of India, Ministry of Home Affairs, New Delhi.
48. The Central Soil Salinity Research Institute, Karnal.
49. The Wadia Institute of Himalayan Geology, Dehradun.
50. Physical Research Laboratory, Ahmedabad.
51. Sikkim State Archives, Gangtok (Centre of Post-graduate Research in History & Allied Subjects).
52. National Institute of Educational Planning and Administration, Aurobindo Marg, New Delhi.
53. Sarabhai Science Community Centre, Navarang Pura, Ahmedabad.
54. Model Institute of Education & Research, Jammu.
55. Indian Law Institute, New Delhi.
56. All Laboratories Maintained and run by the Indian Council of Agricultural Research.

57. Nuclear Science Centre (NSC) at J.N. University Campus, New Delhi.
58. Inter-University Centre in Astrology & Astrophysics (I.U.C.A.A, at Poona University, Pune).
59. Indian National Scientific Deocumentation Centre, New Delhi.
60. Centre for Research in Rrural & Industrial Development, Chandigarh.
61. Shri Kundkund Bharti Jain Research Institute, New Delhi.
62. Ranbaxy Laboratories Limited, Gurgaon-122601.
63. Lupin Research Park, Pune-411042 (MH).
64. National Archieves of India, New Delhi & All State Archieves.
65. Nehru Memorial Museum And Library, Teen Murti, New Delhi.
66. National Library, Calcutta.
67. Oriental Research Institute, Jodhpur.
68. Centre for Advanced Study in History, Aligarh.
69. Jubilant Organosys Ltd., Noida (UP).
70. Ind-Swift Laboratories Ltd., Mohalli (Punjab).

***ORDINANCE—MASTER OF PHARMACY (M. PHARM.)
EXAMINATION (*Semester System*)**

1.1 The duration of the course leading to the award of Master of Pharmacy (M. Pharm.) degree, shall be two academic years comprising of four Semesters. Each year shall be divided into two Semesters normally from July to December and January to May/June.

1.2 The examinations for the degree of M. Pharm. shall be held in the following specializations : Pharmaceutical Chemistry, Pharmaceutics, Pharmacology, Pharmacognosy, Pharmaceutical Management, Pharmaceutical Administration. A candidate shall offer any one of the following groups :

Group : A- Pharmaceutical Chemistry, Pharmaceutics, Pharmacology, Pharmacognosy.

Group : B- Pharmaceutical Management, Pharmaceutical Administration.

1.3 The examinations for the First and Third Semester shall ordinarily be held in the month of December/January and for the Second and Fourth Semester in May/June.

1.4 Supplementary Examinations will be held for re-appear candidates alongwith or after the main Semester examinations.

1.5 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which the Examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in the K.U. Cal. Vol.II.

3. A person who has passed Bachelor of Pharmacy (B. Pharm.) examination of this University or an examination recognized by this University as equivalent thereto or from an Institution approved by AICTE, New Delhi, with at least 55% marks (50% marks in case of SC/ST candidates), shall be eligible for admission to First Semester of M. Pharm. course.

4. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from

*Approved vide Executive Council Resolution No.3(19) of 11.10.2008, w.e.f. the Session 2007-08.

time to time. A candidate, who fails in an examination, or having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

5.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who :-

- (a) has passed the requisite qualifying examination as laid down in clause 3, if he/she is a candidate for the First Semester examination or is covered under clauses 8 and 9 below;
- (b) has his/her Examination form submitted to the Examinations Branch through the Director of the Institute/Principal of the College concerned, and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical and seminar etc. in each semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s) will be eligible to take examination in the remaining paper(s). Provided further that a candidate who is deficient in attendance shall have to repeat those courses in which he/she is deficient, whenever offered by the concerned Institute/College.

5.2 A deficiency upto 10% in each paper/practical may be condoned by the Director of the Institute/Principal of the College concerned to his satisfaction.

The Director/Principal may also give additional condonation of absence not exceeding 11 days in a semester and that for (iv) below it shall not exceed 2 days, on account of —

- (i) Participation in Inter-University, University or Inter-Collegiate Sports Tournaments/Youth Festivals/University level debates,

National and International Tournaments, with the previous sanction of the Director/Principal.

- (ii) Attendance of the N.C.C. Camps or University Educational Excursions or other extra co-curricular activities, certified by the Director/Principal.
- (iii) Attendance at Mountaineering course :
 - (a) by N.C.C. students;
 - (b) by students sent by the Youth and Cultural Affairs Department;
- (iv) Voluntary donation of blood certified by a Government Doctor of Gazetted rank or University Medical Officer.
- (v) Participation in the seminars/extension lecture(s) organized by the Institute/College.

6.1. **Internal Assessment** : 20% marks in each theory and practical papers separately excluding Seminar/Research Project/Viva-Voce shall be reserved for Sessional Marks/Internal Assessment. The process/ criteria for the awards of Sessional Marks/Internal Assessment shall be by holding Sessional test/presentation/Viva-Voce and weightage for attendance etc., as prescribed in the relevant scheme of examination.

6.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Director, Institute of Pharmaceutical Sciences/ Principal of the College concerned, shall be forwarded to the Examination Branch at least one week before the commencement of the relevant semester examination.

6.3 The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

6.4 The Director of the Institute/Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University, upto six months from the date of declaration of the result of the relevant Semester examination.

7.1 Theory papers shall be set and answer books evaluated by an examiner from the panel recommended by the Director, Institute of Pharmaceutical Sciences (IPS)/P.G. Board of Studies.

Each practical examination may be conducted in different parts viz., synopsis/spotting, experiment and Viva-Voce etc. at least 50% marks must be allocated to experimentation. Practical examinations shall be evaluated jointly by internal and external examiners.

7.2 Seminar (For Group-A Specializations) :

Each candidate for M. Pharm. Course will have to present a seminar of one hour duration in third semester. The seminar shall be based on the progress of research done for dissertation

Seminar will be evaluated by at least two post-graduate teachers of the subject of specialization of the Department/College, ordinarily one of whom shall be the guide of the student.

7.3 Training (For Group-B Specializations) :

Candidates shall be required to undergo 4-6 weeks Practical/ In-Company Training after third semester Examination, in a pharmaceutical company in public or private sector, related organization in health care, research unit, and any other medical service organization. They shall be required to submit a comprehensive training report within a normal period of 3 weeks after completion of training. The extension in date will be admissible as provided in the rules.

The performance of each candidate in the in-company-training will be evaluated in terms of paper/seminar presentation in fourth semester by the internal/external examiner(s) recommended by Director of the Institute/Principal of the college concerned. Each candidate shall be required to submit three hard bound typed copies of Training Report.

8. A candidate who has completed the prescribed course of instruction in the Institute/College for any semester examination, but does not appear in it, or having appeared fails, may be allowed on the recommendation of the Director of the Institute/Principal of the College concerned, to appear/re-appear in the semester examination/paper(s), at the subsequent examination, as an ex-student, without attending a fresh course of instruction only twice, as specified in clause 1.3 above. Such a candidate may, in the meantime, pursue his/her studies for the next semester(s) and appear in the examination(s) for the same alongwith the examination for then lower semester(s). While re-appearing in the examination the candidate shall be exempted from re-appearing in the theory paper(s)/ practical(s), in which he/she has obtained at least 50% marks including the marks for Internal Assessment, where prescribed.

9.1 **Promotion Rules** : A candidate who has passed at least 50% subjects (theory and practical papers separately) in both I and II Semesters shall be allowed to be promoted in III semester class. However, he/she will be allowed to submit his/her dissertation for research work only after passing all the subjects of I and II Semesters in case of Group-A Specializations and I, II and III semesters for Group-B Specializations.

9.2 A candidate must pass all the four Semester examinations within four years of his/her admission to the I Semester of M.Pharm. Course failing which he/she will be deemed to be unfit for the course.

10.1 **Dissertation/thesis** :

A candidate who passes I and II Semester Examinations for Group-A specializations and I, II and III Semester Examinations for Group-B Specializations, will be required to submit two hard and typed copies of the dissertation in bound form, on the research topic assigned to him/her by the Supervisor, duly approved by the Director, IPS, KUK. The last date for receipt of Dissertation/Thesis in the Secrecy Branch shall be 30th June of the Fourth Semester Examination. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in the Ordinance-I 'General Rules' for Examination.

10.2 A Supervisor/Guide shall be a full-time postgraduate teacher in the IPS or other University Teaching Department/concerned affiliated college/institute of the University. However, joint-supervisor(s) could be adopted from the Kurukshetra University or other University or Industry etc., with permission of Director, IPS, KUK.

10.3 The dissertation/thesis shall bear a certificate from the supervisor duly forwarded by the Director/Head of the institute/affiliated college, certifying that :-

- the work has been undertaken and completed under his/her supervision and guidance and meets the requirements of the course;

10.4 The dissertation/thesis shall also bear following undertaking by the candidate –

“The research work reported in the dissertation is original and has been carried out by myself and the dissertation work has

not formed the basis of award of any other degree or diploma, etc. of this or any other University”.

10.5 The Dissertation shall be evaluated by the External Examiner, Supervisor concerned and the Director, IPS, KUK or his nominee on the basis of Seminar on the entire dissertation and oral (Viva-Voce) examination on a date notified by the University. The External examiner shall be from a panel of examiners as recommended by Director, IPS, KUK/Board of Studies. One external examiner may be appointed for a maximum of five candidates of the same subject. Marks of dissertation and Viva-Voce shall be forwarded by the Director/Principal of the institute to Examination Branch.

The marks obtained by the candidate for the dissertation shall be taken into account when he/she appears in any future examination under Re-appear Clause-8.

If a candidate fails to submit his/her dissertation on or before the prescribed date, his/her Viva-Voce examination will be conducted during the subsequent examination that shall not be earlier than three months from the date fixed in the first instance.

A candidate who fails in the dissertation shall be allowed to resubmit it for fresh assessment not earlier than six months and not later than one year from the date of declaration of result.

11. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/Semester(s) for the purpose of passing, shall pay fee as for the whole examination.

12. The medium of instructions and examinations shall be English.

13. The minimum number of marks required to pass the examination in each Semester shall be 50% in aggregate (marks of external evaluation + Sessional marks) for each theory/practical paper and Dissertation separately.

14. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and issue Detailed-Marks-Cards.

15. The list of successful candidates shall be arranged, as under, on the basis of the aggregate marks obtained in I,II,III & IV semester

ORDINANCE—MASTER OF TECHNOLOGY (M. Tech.) EXAMINATION

This Ordinance will cover the award of the Master of Technology Degree to be awarded under the Faculty of Engineering and Technology by the Kurukshetra University. The Degree will cover the following disciplines :

1. Civil Engineering.
2. Electrical Engineering.
3. Mechanical Engineering.
4. Electronics and Communication Engineering.
5. Computer Engineering (Part-time Evening)
6. M. Tech. Instrumentation.
7. Micro-electronics & VLSI Design.
8. Software Engineering.
9. Nanoscience and Technology.
10. Energy & Environmental Management.

and such other disciplines as may be approved by the Academic Council from time to time.

♥1.(i) The Examination for the Degree shall be held twice in a year in the month of April/May and December/January or on such other dates as may be fixed by the Vice-Chancellor.

(ii) The last date(s) by which the examination form and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

♦2 A candidate for being eligible for admission to the first semester of the Master of Technology Course under Faculty of Engineering & Technology should have passed one of the following examinations, of the Kurukshetra University, or an equivalent examination with at least 50%

♥Amended vide Executive Council Resolution No.33(18) of 4.5.2005, w.e.f. the session 2004-05.

♦Amended vide Executive Council Resolution No.5(17) of 22.05.2013 w.e.f. session 2012-13.

marks in aggregate (45% marks for SC/ST candidates) in the relevant discipline as below :

<i>Deptt.</i>	<i>Specialization</i>	<i>Relevant Qualifying Degree</i>	<i>Discipline/</i>
Civil Engg.	1. Structural Engg.	Civil Engg.	
	2. Soil Mechanics & Foundation Engg.	Civil Engg.	
	3. Water Resource Engg.	Civil Engg.	
Elect. Engg.	1. Power System	Elect. Engg.	
	2. Control System	Elect. Engg./Electronics & Comn. Engg.	
Mech. Engg.	Mechanical Engineering	Mech.Engg./Production Engg./Industrial Engg.	
E. & C. Engg.	E. & C. Engg.	Electronics & Comn. Engg./Electrical Engg.	
Instrumentation		(Electronics Specialization) Computer Engg.	
Applied Physics	Instrumentation	Elect.Engg./Electronics & Comn. Engg./M.Sc. (Phy.) with a minimum of two Courses in Electronics M.Sc. Electronics/Instrumentation Engg.	
Computer Electronics, Communication and Computer Engg.	Computer Engg. (Part-time Evening)	Computer Information Electronics & Comn. Engg./Electrical Engg./MCA/M.Sc. Computer Science (Software)/M.Sc. Physics/Mathematics/Statistics/Electronics Plus PGDCA.	

Micro-Electronics & VLSI Design :

B.E./B.Tech. or its equivalent in Electronics/Electronics and Communications/Electrical & Electronics/Electronics & Instrumentation.

OR

M.Sc. Electronic Science/Electronics.

Instrumentation :

B.E./B.Tech. or its equivalent in Instrumentation/Electronics & Instrumentation/Electronics/Electrical & Electronics/Electronics & Communication, Electrical and Instrumentation & Control Engineering.

OR

M.Sc. Electronic Science/Electronics/Physics with specialization in Electronics or Instrumentation.

Software Engineering :

B.E./B.Tech. or its equivalent in Computer Science & Engg./Information Technology/Electronics Communication/Telecommunication Engg.

OR

M.Sc. in Computer Science/Information Technology/Electronics.

OR

Master of Computer Applications.

Electronics and Communication Engg. :

B.E./B.Tech. or its equivalent in Electronics/Electronics and Communication/Electrical & Electronics/Electronics & Instrumentation.

OR

M.Sc. Electronic Science/Electronics.

Digital Image & Speech Processing :

B.E./B.Tech. or its equivalent in Electronics/Electronics & Communication/Electrical and Electronics/Electronics & Instrumentation Engg.

OR

M.Sc. Electronics Science/Electronics.

♦Nanoscience & Technology :

B.Tech./B.Pharm./M.Sc. in allied subject of Life Sciences/Physical Sciences/Earth Sciences.

♦ Amended vide Executive Council Resolution No.18(19) of 27.11.2009 w.e.f. session 2009-10.

♦Energy & Environmental Management :

B.Tech./B.E./M.Sc. Environmental Science or any allied subject of Life Sciences/Physical Sciences/Earth Sciences.

Note :♥(1) There shall be no rounding off percentage of marks from 49.5% and above to 50%

- (2) First preference will be given to the candidates with valid GATE percentile and admission of such candidates will be made on the basis of GATE score. Remaining seats will be filled up on the basis of merit of Entrance Test to be conducted by the Department itself or the criteria laid down by the Admission Committee from time to time. The GATE qualified candidates will not be required to appear in the Entrance Test.

*3. The examination shall be opened to any Regular student/ Part-time student who has submitted his name to the Controller of Examinations through the Chairperson of the Department/Director/ Principal of the Institute/College concerned and produces the following certificates :

- (a) of possessing a good character;
- (b) of having remained on the rolls of the Department/ Institute/College for the Semester preceding the examinations;
- (c) of having attended not less than 75% of the full course of lectures delivered in each paper, Practical, Seminar, Case Discussion, (the course to be counted up to the day before the commencement of the examination).

A deficiency in the prescribed course (lectures or practicals etc.) may be condoned by the Chairperson of the Department/Director/Principal of the Institute/ College as under :-

- | | |
|--------------|--|
| (i) Lectures | Upto 10% of the lectures delivered in each papers; |
|--------------|--|

♦ Amended vide Executive Council Resolution No.18(19) of 27.11.2009 w.e.f. session 2009-10.

♥ Amended vide Executive Council Resolution No5 (17) of 22.05.2013 w.e.f. session 2012-13.

* Amended vide Executive Council Resolution No.33(18) of 4.05.2005, w.e.f. the session 2004-05.

- | | |
|---------------------------------|---------------------------|
| (ii) Practicals | Upto to 5% in each paper; |
| (iii) Seminars, Case Discussion | Upto 10% each. |

These shall also include loss of attendances due to participation in Cultural and Sports Assignments, etc. Provided that students who participate in the Inter-University Tournaments/ Youth Festivals shall be allowed additional condonation on this ground of upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth & Cultural Affairs Department, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

Provided that the candidate who has not attended the requisite number of classes for any subject(s) will be eligible to take examination in the remaining subjects. Provided further that a candidate who is deficient in attendance shall have to repeat those courses in which he is deficient whenever offered by the Department/Institute/College.

♥4. The normal duration of the course shall be four semesters for regular students and six semesters for part-time students, the last semester extending to the last working day in September or March as the case may be. The Dissertation alongwith the admission form and fees is to be submitted to the office of the Controller of Examinations within the normal duration of the Course.

However, a part-time student shall not be allowed to study more than three theory papers in a semester.

♥5. The examination shall consist of two parts :-

- (i) A number of Theory papers, and Sessional work on the subject of Theory Papers, and Viva-Voce on Project/ Practical work/Seminar as approved by the Academic Council from time to time;
- (ii) A dissertation.

♥6. If a candidate, has after attending the course of studies in the college, did not appear, or having appeared failed in one or more courses

♥ Amended vide Executive Council Resolution No.40(8) of 31.1.2003, w.e.f. the session 2002-03.

♥ Amended vide Executive Council Resolution No.33(18) of 4.5.2005, w.e.f. the session 2004-05.

for any semester examination, he can appear for such course(s) at subsequent examination(s) without attending a fresh course of studies for that semester in the Department/Institute/College. Such a candidate may, in the meantime, prosecute his studies for the next semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s).

♥ Provided that a candidate shall complete all the requirements of the degree in a period not exceeding five years from the date of his joining the course.

7. A candidate who has passed the Theory Papers and Practicals of Part-I Examination, has submitted the Project, if any, and produces a certificate from his Supervisor that he has worked for Dissertation for at least one semester shall be allowed to submit one copy of his Dissertation.

Provided that a candidate who completes the Part-I examination may, on the recommendation of the Supervisor, be allowed to pursue his dissertation work at his place of employment, if the facility for the work exists there.

♥8.(a) Written paper to be set and evaluated by single examiner (50% papers will be external & 50% will be internal).

(b) Examination in Dissertation shall be carried out jointly by an Internal and an External Examiner. If the Dissertation is found suitable, the candidate shall have a Viva-Voce test by both the examiners at a place and on a date notified by the University. A candidate who fails in the Dissertation shall be allowed to revise and resubmit it for fresh assessment not earlier than six months and not later than one year from the date of his failure. If the candidate fails in the Dissertation even at the second attempt, he shall be deemed to have failed in the whole examination.

(c) Examinations in Practicals and Viva-Voce to be conducted jointly by the External and Internal Examiners. If an External Examiner is not able to come, another teacher from the College/Department or nearby institute may act as External Examiner.

♥ Amended vide Executive Council Resolution No.33(18) of 4.5.2005, w.e.f. the Session 2004-05.

(d) Sessional work to be evaluated by the teachers of the various subjects based on the work done during the semester on the basis of following weightages :

♥ **For Theory Subjects :**

- (i) Class test (two best out of three) : 75%
- (ii) Assignments : 25%

For Practical/Project Courses :

- (i) Viva-Voce : 20%
- (ii) Lab. record : 20%
- (iii) Class attendance : 40%
- (iv) Class work : 20%

The maximum attendance for calculation of attendance component of sessional marks shall be 85% of the total scheduled periods. Provided further the teacher(s) concerned will give attendance to the extent of 10% for the award of sessionals on account of :

- ♥(i) Participation in sports/games/club activities etc. certified by the Principal of the College/Chairperson of the Department.
- ♥(ii) Taking a competitive examination/appearing in interviews held by the Govt. Organisations/Public Ltd. Companies subject to the satisfaction of the Department/College.

♥The marks obtained in sessional work shall be awarded by the teacher(s) concerned and duly countersigned by the Chairperson of the concerned Departments and then forwarded by the Director of the Institute/Principal of the College to the Controller of Examinations of the University immediately after the semester.

9. Dissertation in the faculty of Engineering should present an orderly and critical exposition of the existing knowledge of the subject and/or embody original investigation carried out by the candidate, in an orderly manner. The candidate should lay down in his dissertation clearly the work done by him as an original investigation and the source from which he has obtained other information contained in his dissertation. The dissertation should demonstrate that the candidate has been trained in research work and is in a fit condition to take up fruitful research on his own.

♥ Amended vide Executive Council Resolution No.33(18) of 4.5.2005, w.e.f. the session 2004-05.

10. The pass marks for passing any examination shall be :-
- (i) 40% in each written paper;
 - (ii) 40% in the aggregate of sessional marks and examination marks for each theory subject;
 - ♥(iii) 40% in each Practical Examination;
 - (iv) 40% in the aggregate of sessionals and examination for each Practical subject;
 - (v) 50% in the aggregate.

Further the dissertation must be approved for the Master of Technology degree.

Provided that a candidate who fails to obtain the requisite marks in aggregate of sessional and examination marks as provided in 10 (ii) and 10 (iv), he shall be required to re-appear in the examination in the concerned subject in the subsequent examination(s). Such candidates will not be required to repeat the sessional work.

11. A candidate who fails in the dissertation shall be allowed to revise and re-submit it for fresh assessment not earlier than six months and not later than one year from the date of his failure. If the candidate fails in the dissertation even at the second attempt, he shall be deemed to have failed in the whole examination.

12. The successful candidates shall be classified as under :-
- (a) Second Class.
 - (b) First class, if a candidate obtains at least 60% of aggregate marks.
 - ♥(c) First class with 'Distinction' if a candidate obtain 50% marks in each Theory paper and 70% of aggregate marks and further completes the full examination in the minimum duration of the course as laid down in this Ordinance.

13. The amount of Examination/Dissertation fee to be paid by a candidate for each Semester Examination shall be the same as prescribed by the Controller of Examinations from time to time.

♥ Amended vide Executive Council Resolution No.33(18) of 4.5.2005, w.e.f. the session 2004-05.

***ORDINANCE—MASTER OF TECHNOLOGY (M.Tech.)
INSTRUMENTATION/ELECTRONICS &
COMMUNICATION ENGINEERING/COMPUTER
ENGINEERING/BIO-TECHNOLOGY EXAMINATION
(Credit Based System)**

♦1.1 The duration of the course leading to the Degree of Master of Technology (M.Tech.) Instrumentation/Electronics & Communication Engineering/Computer Engineering/Biotechnology shall be two academic years, comprising of four semesters. Each academic year shall be divided into two Semesters, i.e. July to November/December and January to May/June. All tests i.e. Minor Tests as well as Major Tests (End-Term Examination) will be conducted and evaluated by the Institute of Instrumentation Engineering/ University Institute of Engineering and Technology.

1.2 The End Term Examination (Major Tests) for the odd Semesters shall ordinarily be held in the month of December/January and for the even semesters in the month of May/June, on the dates to be notified by the Director of the Institute.

1.3 Supplementary examinations will be held for re-appear candidates as under, on the dates to be notified by the Director of the Institute :-

Semester	When held
(a) First Semester	Alongwith the Third Semester
(b) Second Semester	Alongwith the Fourth Semester
(c) Third Semester	Alongwith or after the Fourth Semester
(d) Fourth Semester	Alongwith or after the Third Semester

2. The last date(s) by which the Examination forms and fees must reach the office of the Institute shall be as per schedule at Appendix-I in the K.U. Cal. Vol.II. The Director of the Institute will send copies of the Examination forms to the Examination Branch.

* Approved vide Executive Council Resolution No.3(9) of 11.10.2008, w.e.f. the session 2007-08.

♦ Amended vide Executive Council Resolution No.5(9) of 9.6.2010, w.e.f. the session 2009-10.

♦3. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto, shall be eligible to join the relevant M.Tech. First Semester Course, as indicated against each :-

(i) For Instrumentation :

B.E./B.Tech. or its equivalent in Instrumentation/ Electronics & Instrumentation/Electronics/Electrical & Electronics/Electronics & Communication, Electrical and Instrumentation & Control Engineering/ Applied Electronics & Instrumentation/Bio-Medical Instrumentation/Engineering with at least 50% marks in aggregate (45% marks for SC/ST candidates).

OR

M.Sc. Electronic Science/Electronics/Physics with specialization in Electronics or Instrumentation with at least 50% marks in aggregate. (45% marks for SC/ST candidates)

(ii) Electronics & Communication Engg. :

B.E./B.Tech. in Electronics & Communication Engg./Electronics Engg./Electrical and Electronics Engg./Electrical Engg./Telecommunication Engg. from any AICTE approved Institution with overall minimum 50% marks in aggregate or equivalent CGPA (minimum 45% marks in aggregate or equivalent CGPA for SC/ST candidates), preferably with valid GATE score.

OR

M.Sc. in Electronics/Electronic Science from a recognized UGC approved University/Institution with overall minimum 50% marks in aggregate or equivalent CGPA (minimum 45% marks in aggregate or equivalent CGPA for SC/ST candidates), preferably with valid GATE score.

(iii) Computer Engineering :

B.E./B.Tech. or its equivalent either in Computer Sc. & Engg./ Information Technology/ Electronics & Communication/ Telecommunication from AICTE approved Institutions with overall 50% marks in aggregate or equivalent CGPA (minimum 45% marks in aggregate or equivalent CGPA for SC/ST candidates), preferably with valid GATE score.

♦ Amended vide Executive Council Resolution No.5(17) of 22.05.2013 w.e.f. the session 2012-13.

OR

M.Sc. in Computer Science/ Information Technology/ Electronics from UGC approved institutions with overall minimum 50% marks in aggregate or equivalent CGPA (minimum 45% marks in aggregate or equivalent CGPA for SC/ST candidates), preferably with valid GATE score.

OR

M.C.A. from AICTE/UGC approved institutions with overall minimum 50% marks in aggregate or equivalent CGPA (minimum 45% marks in aggregate or equivalent CGPA for SC/ST candidates), preferably with valid GATE score

(iv) Biotechnology :

B.E./B.Tech. in Bio-technology or Biomedical Engg. from AICTE/ UGC/ICAR approved Institution with overall minimum 50% marks in aggregate or equivalent CGPA (minimum 45% marks in aggregate or equivalent CGPA for SC/ST candidates), preferably with valid GATE score.

OR

B.Pharmacy/Master's degree in Microbiology/ Biochemistry/ Medical Biotechnology/Veterinary Microbiology/Animal Biotechnology/Veterinary Biochemistry/Animal Biotechnology/ Molecular Biology from any AICTE/ UGC/ICAR approved Institution with overall minimum 50% marks in aggregate or equivalent CGPA (minimum 45% marks in aggregate or equivalent CGPA for SC/ST candidates), preferably with valid GATE score

(v) Electrical Engg. :

B.E./B.Tech./AMIE (Electrical Engg./ Electrical & Electronics Engg. from AICTE approved Institutions with overall minimum 50% marks in aggregate or equivalent CGPA (minimum 45% marks in aggregate or equivalent CGPA for SC/ST candidates) preferably with valid GATE score.

(vi) Mechanical Engg. :

B.E./B.Tech./AMIE (Mechanical/Thermal/Automobile/Manufacturing/Mechatronics from AICTE approved Institutions with overall minimum 50% marks in aggregate or equivalent CGPA (minimum 45% marks in aggregate or equivalent CGPA for SC/ST candidates) preferably with valid GATE Score.

4.1 The courses of study and the subjects of examination in each semester, shall be as approved by the Academic Council from time to time.

4.2 Each academic programme will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed rules/guidelines for implementation of Credit System of study and award of Grades are at Appendix-II in K.U. Cal. Vol.II.).

4.3 All evaluations of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as decided by the Staff Council and/or indicated in the scheme of examination and added to get total marks secured on a 100 point scale. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree.

4.4 Credits of a course will be evaluated as under:-

- (a) For all lecture courses, one credit per lecture per week (Semester-wise) will generally be adopted.
- (b) One laboratory hour per week (Semester-wise) will be assigned half credit. Course with odd numbers of laboratory hours having fractional credits will be accepted. The courses having 1.5 hour Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses.

5.1 The grade awarded to a student in any particular course will be based on performance of the student in Minor Tests (best two out of three), Co-curricular activities (assignments, Viva-Voce, lab. work, seminar, workshop presentation, group discussions, quiz etc.) and Major Test at the end of semester. The distribution of the weightage will be as under :-

Minor Test (two best)	30% (15% each test)
Co-curricular Activities	10%
Major Test	60%

*5.2 The marks of assessment/grades will be displayed on the notice board of the Institute/Department by the Director/Chairperson before forwarding it to the Examinations Branch.

*5.3 The Director/Chairperson of the Institute/Department shall forward the final awards/grade of the students in hard and soft copy to the Examinations Branch within a week after the finalization of marks/grades for declaration of the result and preparation of DMC.

5.4 End-Term examination (Major Test) shall be open to a regular student who :

(a) has been on the rolls of the Institute/Department during the semester.

* (b) has his Examination form submitted in the office of the Institute/Department duly countersigned by the Director of the Institute/Chairperson of the Department on the following certificates :

(i) of good character;

(ii) of having attended not less than 75% of the lectures in each paper, seminar, case discussion, field trips, tutorials, etc. This requirement shall be fulfilled separately for each course of study. A deficiency upto 10% may be condoned by the Director/Chairperson of the Institute/Department in a very hard and deserving case.

6.1 The minimum percentage/grade of marks to pass the examination in each semester shall be :

(i) Grade 'D' in each paper separately in theory/practical/internal assessment/Seminar/Project Work/Dissertation, where prescribed.

(ii) SGPA of 4.00 in each Semester.

(iii) Minimum CGPA of 5.00 for award of Degree.

6.2 A candidate failing in internal assessment shall have to re-appear in internal assessment. A candidate who has failed in one or more paper(s) or fails to appear in End-Term Examination (ETE), fails to

*Amended vide Executive Council Resolution No.5(9) of 9.6.2010, w.e.f. the session 2009-10.

appear therein, shall be allowed two additional chances only to pass the ETE, as specified in clause 1 subject to clause 8 below. Such a candidate may be exempted from re-appearing in the internal assessment paper(s) in which he has obtained Grade 'D'.

7. The grading of academic performance will be as under :-

Academic Performance	Letter Grades	Grade Points (P)
Outstanding	A+	10
Excellent	A	9
Very Good	B+	8
Good	B	7
Average	C+	6
Below Average	C	5
Marginal	D	4
Poor	E	2
Very Poor	F	0
Audit Pass	AP	-
Audit Fail	AF	-
Incomplete Course	I	-
Incomplete Project/ Dissertation	X	-
Satisfactory (only for Dissertation)	S	
Unsatisfactory (only for Dissertation)	U	
Withdrawal (other than Dissertation)	W	
Non-Completion of Course Requirement and/or Training	Z	

- Note: 1. Pass Grade is Grade 'D' or higher grade.
 2. Grade 'E' and 'F' are fail grades.
 3. Students detained for not fulfilling the requirement of attendance shall be given 'F' grade.

8. If a candidate, has after attending the course of studies in the Institute/Department, did not appear or having appeared failed in one or more courses for any semester examination, he can appear for such course(s) at subsequent examination(s), when held, as per clause 1.3, without attending a fresh course of studies for that semester in the Institute/Department. Such a candidate may, in the meantime, prosecute his studies for the next semester(s) and appear in the examination(s) for the same alongwith the examinations for the lower semester(s).

Provided that a candidate shall complete all the requirements of the degree in a period not exceeding five years from the date of his joining the course.

9. The medium of instruction and examination shall ordinarily be English except otherwise decided by the Board of Studies. The question paper will be set in English, except otherwise decided by the Board of Studies concerned and approved by Academic Council.

10. The amount of examination/Dissertation fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time.

A candidate, who re-appears in one or more paper(s)/practical(s)/Semester(s) for the purpose of passing, shall pay fee as for the whole examination.

11. A candidate who has passed the Theory Papers and Practicals of Part-I Examination, has submitted the Project, if any, and produces a certificate from his Supervisor that he has worked for Dissertation for at least one semester shall be allowed to submit one copy of his Dissertation.

Provided that a candidate who completes the Part-I examination may, on the recommendation of the Supervisor, be allowed to pursue his dissertation work at his place of employment, if the facility for the work exists there.

12. The topic of research project, wherever applicable will be approved by the Departmental Research Committee. The candidate shall be required to submit three copies of research project before the commencement of End Term Examination of the relevant semester.

- *Note :**
1. In case of a course being run in UIET, any faculty member in the Institute engaged in research work, evidenced by published work may act as a supervisor for the purpose of guiding Project/Dissertation subject to the area of interest of the candidate, evidenced by his synopsis/project proposal and approval of Director/Chairperson of the subject concerned.
 2. Prior approval of the Director/Chairperson of the subject concerned is essential before the official commencement

*Amended vide Executive Council Resolution No.5(9) of 9.6.2010, w.e.f. the session 2009-10.

of dissertation/project work. In case of external supervisor, the consent of the supervisor concerned alongwith approval of Head of concerned institution is mandatory.

The procedure for evaluation and award of grades for Dissertation/Project/Training/Seminar/Comprehensive viva-voce shall be such as may be decided by the respective Departmental Result Committee (DRC).

The Dissertation shall be presented before a Dissertation Viva-Voce Board consisting of the following, for evaluation :

- (a) Director/Chairperson of Institute/Department.
- (b) One member of Departmental Research Committee.
- (c) Supervisor(s).
- * (d) External subject expert(s) in case of candidate of UIET

13. A candidate who fails in the Dissertation shall be allowed to revise and resubmit it for fresh assessment not earlier than six months and not later than one year from the date of his failure. If the candidate fails in the Dissertation even at the second attempt, he shall be deemed to have failed in the whole examination.

14. Dissertation in the faculty of Engineering should present an orderly and critical exposition of the existing knowledge of the subject and/or embody original investigation carried out by the candidate, in an orderly manner. The candidate should lay down in his dissertation clearly the work done by him as an original investigation and the source from which he has obtained other information contained in his dissertation. The dissertation should demonstrate that the candidate has been trained in research work and is in a fit condition to take up fruitful research on his own.

15. Each successful candidate shall receive result card on having passed the semester examination.

16. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the year and nothing in this Ordinance shall

* Amended vide Executive Council Resolution No.5(9) of 9.6.2010, w.e.f. the session 2009-10.

be deemed to debar the University from amending the Ordinance, and the amended Ordinance, if any, shall apply to all students whether old or new.

Transitory provision :

Candidates admitted to the Master of Technology (M.Tech.) Instrumentation under Semester System (non Credit based) in the academic session 2006-07 or earlier shall be governed by the old rules.

***ORDINANCE—MASTER OF TECHNOLOGY (M.Tech.) IN APPLIED GEOPHYSICS (Credit Based System)**

1.1 The duration of the course leading to the Degree of Master of Technology (M.Tech.) in Applied Geophysics shall be three academic years, comprising of Six Semesters. Each academic year shall be divided into two Semesters, i.e., July to November/December and January to May/June. All tests i.e., Minor Tests as well as Major Tests (End-Term Examination) will be conducted and evaluated by the Department of Geophysics.

1.2 The End Term Examination (Major Tests) for the odd Semesters shall ordinarily be held in the month of December/January and for the even Semesters in the month of May/June on the dates to be notified by the Chairperson of the Department.

1.3 Supplementary examinations will be held for re-appear candidates as under, on the dates to be notified by the Chairperson of the Department :-

Semester	When held
(a) First Semester	Alongwith the Third Semester
(b) Second Semester	Alongwith the Fourth Semester
(c) Third & Fifth Semesters	Alongwith or after the Fourth Semester
(d) Fourth & Sixth Semesters	Alongwith or after the Third Semester

2. The last date(s) by which the Examination forms and fees must reach the office of the Department shall be as per schedule at Appendix-I in the K.U.Cal. Vol.II. The Chairperson of the Department will send copies of the Examination forms to the Examination Branch.

♦3. A student seeking admission to M.Tech. in Applied Geophysics course should possess the following qualifications :-

B.Sc. with Physics and Mathematics as two of the main subjects and at least 50% marks in aggregate.

*Approved vide Executive Council Resolution No.3(9) of 11.10.2008, w.e.f. the session 2007-08.

♦ Amended vide Executive Council Resolution No. 5(6) of 22.05.2013 w.e.f. session 2012-13.

OR

B.Sc.(Hons.) in Physics with Mathematics at subsidiary level at least 50% marks in aggregate.

OR

B.Sc.(Hons.) in Mathematics with Physics at subsidiary level and at least 50% marks in aggregate.

OR

B.Sc.(Hons.) in Electronics with Physics and Mathematics at subsidiary level and at least 50% marks in aggregate.

4.1 The courses of study and the subjects of examination in each Semester shall be as approved by the Academic Council from time to time.

4.2 Each academic programme will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed rules/guidelines for implementation of Credit System of study and award of Grades are at Appendix-II in K.U. Cal. Vol.II.).

4.3 All evaluations of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as decided by the Staff Council and/or indicated in the scheme of examination and added to get total marks secured on a 100 point scale. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree.

4.4 Credits of a course will be evaluated as under :-

- (a) For all lecture courses, one credit per lecture per week per semester will generally be adopted.
- (b) One laboratory hour per week (Semester-wise) will be assigned half credit. Course with odd numbers of laboratory hours having fractional credits will be accepted. The courses having 1.5 hour Teaching schedule as per scheme of the course per week of 3 hours Teaching

schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses.

5. The total credits for M.Tech. in Applied Geophysics First, Second, Third, Fourth, Fifth and Sixth Semesters shall be as per scheme of examination, approved by the Academic Council from time to time.

6.1 The grade awarded to a student in each course will be based on performance of the student in Sessionals (best two out of three Mid Term Exams., assignment, Viva-Voce, lab. work, seminar, workshop presentation, group discussions, quiz etc.) and End-Term Examination at the end of each Semester. The distribution of the weightage will be as under :-

Sessional	:	40%
End Term Examinations	:	60%

6.2 The marks of assessment/grades will be displayed on the notice board of the Department by the Chairperson before forwarding it to the Examination Branch.

6.3 The Chairperson of the Department shall forward the final awards/grade of the students in hard and soft copy to the Examination Branch within a week after the finalization of marks/grades for declaration of the result and preparation of DMC.

6.4 End-Term Examination (ETE) (Major Tests) shall be open to a regular student who :

- (a) has been on the rolls of the Department during the semester.
- (b) has his Examination form submitted in the office of the Department duly countersigned by the Chairperson of the Department concerned on the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the lectures in each paper, seminar, case discussion, field trips, tutorials, etc. This requirement shall be fulfilled separately for each course of study. A deficiency upto 15% may be condoned by the Chairperson of the Department in a very hard and deserving case. These shall also include loss of attendance due to

participation in cultural and sports assignments, etc. Provided that students who participate in Inter-university Tournaments/Youth Festivals, shall be allowed additional condonation on this ground of upto 10% in each paper on a certificate from the Director, Physical Education and Sports or the Director, Department of Youth and Cultural Affairs, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

7.1 The minimum percentage/grade of marks to pass the examination in each Semester shall be :

- (i) Grade 'D' in each paper separately in theory/practical/internal assessment/seminar/project work/dissertation, where prescribed.
- (ii) SGPA of 4.00 in each Semester.
- (iii) Minimum CGPA of 5.00 for award of Degree.

7.2 A candidate failing in internal assessment shall have to re-appear in internal assessment. A candidate who has failed in one or more paper(s) or fails to appear in End-Term Examination, shall be allowed two additional chances only to pass the ETE, as specified in clause 1, subject to clause 8 below. Such a candidate may be exempted from re-appearing in the internal assessment paper(s) in which he has obtained Grade 'D'.

8. The grading of academic performance will be as under :-

Academic Performance	Letter Grades	Grade Points (P)
Outstanding	A+	10
Excellent	A	9
Very Good	B+	8
Good	B	7
Average	C+	6
Below Average	C	5
Marginal	D	4
Poor	E	2
Very Poor	F	0
Audit Pass	AP	-

Audit Fail	AF	-
Incomplete Course	I	-
Incomplete Project/ Dissertation	X	-
Satisfactory (only for Dissertation)	S	
Unsatisfactory (only for Dissertation)	U	
Withdrawal (other than Dissertation)	W	
Non-Completion of Course	Z	
Requirement and/or Training		

- Note :
1. Pass Grade is Grade 'D' or higher grade.
 2. Grade 'E' and 'F' are fail grade.
 3. Students detained for not fulfilling the requirement attendance shall be given 'F' grade.

9.1 A candidate who has passed the Semester I or II or III or IV or V shall be eligible to join the Semester II/III/IV/V or VI respectively of the course. This is, however, subject to Clause 9.2 and 9.3 below.

9.2 A candidate who has failed in one or more paper(s) of I and II Semesters or III and IV Semesters, shall be promoted provisionally to the III and V Semesters, as the case may be, only if he/she has earned exemption in the papers as mentioned below :

From Semesters I and II to semester III	If he/she has earned exemption in at least 50% papers of Semesters I and II.
From semester III and IV to semester V	If he/she has passed all the papers of Semester I & II and has earned exemption in at least 50% papers of Semester III & IV.

9.3 A candidate for the M.Tech. in Applied Geophysics degree must pass the whole course (all the six semesters) within a period of five years of his/her admission to the First Semester Class, failing which he/she will be deemed to be unfit for the course.

10. The medium of instruction and examination shall ordinarily be English except otherwise decided by the Board of Studies. The question paper will be set in English, except otherwise decided by the Board of Studies concerned and approved by Academic Council.

11. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time. An additional fee as prescribed by the University from time

to time shall be paid by the candidates in II, III, V and VI Semesters towards the examination of Field reports/Dissertation.

A candidate, who re-appears in one or more paper(s)/practical(s)/semester(s) for the purpose of passing, shall pay fee as for the whole examination.

12.1 Field Trainings : Each student is required to undergo 2 weeks (including journey period) Field Training in an academic session. This consists of Geological mapping, visits to research institutes and organizations, field training with ONGC, CGWB, GSI Field parties and the like. Every student is required to submit two copies of written report within 15 days after the training and take a Viva-Voce test on that. The submission period may be extended for a week by the Chairperson under justified circumstances. The weightage of different components of Field Training for the purpose of evaluation of a student performance will be as follows :-

(a)	Field Training	50%
(b)	Field Report	25%
(c)	Viva-Voce	25%

The examination of field training report and Viva-Voce shall be conducted jointly by internal and external examiners, as there will be no separate evaluation of the Field Training Report.

A uniform teaching load of three hours per week will be credited to the teacher concern who will take the students in the field for the duration of two weeks in the subsequent semester.

12.2 M.Tech. Dissertation : Every M.Tech. student is required to undertake a project in the last Semester. The Project may be an experimental investigation, field work and laboratory studies, a theoretical investigation accompanied by computation work, data processing and analysis or a combination of these. The exact nature of the project and the problem is decided during the Fifth Semester by the Chairperson of the Department in consultation with faculty members and students. After the project is completed the students will submit two copies of Dissertation based on the results obtained in his investigation. Finally the student is expected to defend his findings as embodied in his dissertation before a Board of Examiners and take an oral examination. The dissertation shall be evaluated by the Dissertation Viva-Voce Board consisting of the following :

- (i) Chairperson of the Department or his nominee.

- (ii) One nominee of Departmental Ph.D. Committee.
- (iii) Supervisor(s).
- (iv) External Examiner.

The distribution of weightage for the dissertation amongst the examiners shall be as follows :-

- | | | |
|------------------------------|---|-----|
| (a) Viva-Voce Board together | : | 50% |
| (b) External Examiner | : | 25% |
| (c) Supervisor(s) | : | 25% |

The work load of 4 hours/week will be credited to each teacher associated with dissertation work.

12.3 Seminar : In order to inculcate sense of confidence and self reliance and with a view to train the student in the art of public speaking and self expression, each student is required to deliver a talk on a particular topic during Sixth Semester. The topic for the Seminar talk is selected by the students under the advice of a faculty member. This is accompanied by a write up. The student's performance in a seminar is evaluated under the following heads :-

- | | | |
|---------------------------------|---|-----|
| (a) Presentation | : | 50% |
| (b) Write up | : | 25% |
| (c) Ability to answer questions | : | 25% |

Besides delivering a seminar talk a student is expected to attend all other Seminars delivered by other students.

The Seminar shall be evaluated by a Committee consisting of three teachers of the Department. The work load of one hour/week will be credited to each teacher associated with the evaluation of seminar.

12.4 Comprehensive Viva-Voce : At the end of Sixth Semester every student shall be required to appear for comprehensive Viva-Voce examination before a committee consisting of three teachers of the Department.

12.5 The Practical examinations shall be conducted jointly by one internal and one external examiners.

13. Each successful candidate shall receive result card on having passed the semester examination.

14. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance, and the amended Ordinance, if any, shall apply to all students whether old or new.

Transitory provision :

Candidates admitted to the Master of Technology (M.Tech.) in Applied Geophysics under Semester System (non Credit based) in the academic session 2006-07 or earlier shall be governed by the old rules.

**ORDINANCE—MASTER OF TECHNOLOGY IN COMPUTER
SCIENCE & ENGINEERING (M. Tech. Computer
Science & Engg.) EXAMINATION (Semester System)**

*This Ordinance will cover the award of the Master of Technology in Computer Science and Engineering. The duration of the course will be four academic semesters.

1. The examination for the degree will be held twice in a year in the month of May and December or on such other dates as may be fixed by the Vice-Chancellor.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.

*3 A person who has passed one of the following examinations of this University or an examination recognised as equivalent thereto with atleast 50% marks in aggregate (45% marks for SC/ST candidates) shall be eligible to join the First Semester of the Course :-

(i) M.Sc. in Computer Science/Computer Science (Software)/
Mathematics/Applied Mathematics/Physics/Applied Physics/
Statistics/Operational Research/Electronics/Information Tech.

OR

(ii) M.C.A./M.Tech. in Geophysics.

OR

(iii) B.E./B.Tech. in any discipline.

OR

(iv) Candidates with AMIE examination in the relevant discipline will be considered only provided that they have passed the AMIE Examination with 50% marks (45% marks for SC/ST) after having passed Diploma Examination in the relevant discipline with 50% marks(45% marks for SC/ST) and have at least five years research or Teaching or Professional experience.

*Amended vide Executive Council Resolution No.40(8) of 31.1.2003, w.e.f. the session 2002-03.

*Amended vide Executive Council Resolution No.5(17) of 22.05.2013.

PROCESS OF ADMISSION:

A candidate should have qualified the National Level Entrance Test (NET)/State Level Entrance Test (SLET)/Graduate Aptitude Test for Engg. (GATE). However, the seats remaining vacant shall be offered to the candidates without NET/SLET/GATE in case they have secured at least 50% marks (45% marks for SC/ST candidates) in M.Sc./B.E./B.Tech./M.Tech. Geophysics degree examination in the relevant discipline and as mentioned in (i) above.

4. The examination shall be open to any regular student, who has his name submitted to the Controller of Examinations through the Chairperson, Department of Computer Science & Applications and produces the following certificates :-

- (a) of possessing a good Character;
- (b) of having remained on the rolls of the Department of Computer Science & Applications for the Semester preceding the examinations;
- (c) of having attended not less than 75% of the full course of lectures delivered in each paper, Practical, Seminar, Case Discussion, Trip to Computer Centres and other Organisations etc. (the course to be counted up to the day before the commencement of the examination).

A deficiency in the prescribed course (lectures or practicals etc.) may be condoned by the Chairperson of the Department of Computer Science & Applications as under :-

- | | |
|--|--|
| (a) Lectures | Upto 10% of the lectures delivered in each papers; |
| (b) Practical | Upto to 5% in each paper; |
| (c) Seminars, Case Discussion, Visit to Computer Centres | Upto 10% each. |

These shall also include loss of attendances due to participation in Cultural and Sports Assignments, etc. Provided that students who participate in the Inter-University Tournaments/Youth Festivals shall be allowed additional condonation on this ground of upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth & Cultural Affairs Department, as the case may be, subject to the condition that such a candidate shall not be allowed to

appear in the examination if his attendance, after condonation on all counts, falls below 50%.

Provided that the candidate who has not attended the requisite number of classes for any subject(s) will be eligible to take examination in the remaining subjects. Provided further that a candidate who is deficient in attendance shall have to repeat those courses in which he is deficient whenever offered by the Department of Computer Science & Applications.

5. The examination shall consist of two Parts :-

(i) A number of theory papers and sessional work on the subjects of theory papers and Viva-Voce on Project/ Practical Work Seminar as approved by the Academic Council from time to time.

(ii) A Dissertation.

6. If a candidate, has after attending the course of studies in the Department of Computer Science & Applications, did not appear or having appeared failed in one or more courses for any semester examination, he can appear for such course(s) at subsequent examination(s) without attending a fresh course of studies for that Semester in the Department. Such a candidate may, in the mean time, prosecute his studies for the next semesters and appear in the examination(s) for the same alongwith the examination for the lower Semester(s).

Provided that a candidate shall complete all the requirements of the Degree in a period not exceeding five years from the date of his joining the course.

7. A candidate who has passed the theory papers and practicals of Semesters I & II Examinations shall submit the Dissertation upto 31st March of the Year. At the time of submission of dissertation a candidate shall produce certificate from his Supervisor and the Chairperson of the Department that he has worked for Dissertation for at least one semester.

Provided that a candidate who completes the Semester I & II Examinations may, on the recommendation of the Supervisor, be allowed to pursue his dissertation work at his place of employment, if the facility for the work exists there.

8.(a) Written papers to be set jointly by an External and an Internal Paper-setter and the answer-books to be evaluated by the

Internal Examiner(s). If a question paper is not received two weeks before the commencement of the examination it may be got set jointly from two Internal Paper-setters.

(b) Examination in Dissertation shall be carried out jointly by an Internal and External Examiner. If the Dissertation is found suitable, the candidate shall have a Viva-Voce test by both the examiners at a place and on a date notified by the University.

A candidate who fails in the Dissertation shall be allowed to revise and resubmit it for fresh assessment not earlier than six months and not later than one year from the date of his failure. If the candidate fails in the dissertation even at the second attempt, he shall be deemed to have failed in the whole examination.

(c) Examinations in practicals and Viva-Voce to be conducted jointly by the External and Internal Examiner. If an External Examiner is not able to come, another teacher from the Department may act as External Examiner.

(d) Sessional Work to be evaluated by the teachers of the various subjects based on the work done during the Semester on the basis of following weightages :

For Theory Subjects :

(i) Class tests (two best out of three)	: 40%
(ii) Class attendance (lecture + tutorial)	: 40%
(iii) Class Work	: 20%

For Practical/Project Courses :

(i) Viva-Voce	: 20%
(ii) Lab. record	: 20%
(iii) Class attendance	: 40%
(iv) Class work	: 20%

The maximum attendance for calculation of attendance component of Sessional marks shall be 85% of the total scheduled periods. Provided further the teacher(s) concerned will give attendance to the extent of 10% for the award of Sessionals on account of :-

- (i) Participation in Sports/Games/Club activities etc. certified by the Chairperson, Department of Computer Science & Applications.

- (ii) Taking a competitive examination/appearing in interviews held by Govt. Organisations/Public Ltd. Companies subject to the satisfaction of the Chairperson of the Department. The marks obtained in Sessional Work shall be awarded by the teacher(s) concerned and duly countersigned by the Chairperson of the concerned Department and then forwarded to the Controller of Examinations immediately after the Semester.

9. Dissertation in the Faculty of Science should present an orderly and critical exposition of the existing knowledge of the subject and/or embody original investigation carried out by the candidate in an orderly manner. The candidate should lay down in his dissertation clearly the work done by him as an original investigation and the source from which he has obtained other information contained in his Dissertation. The Dissertation should demonstrate that the candidate has been trained in research work and is in a fit condition to take up fruitful research on his own.

10. The pass marks for passing any examination shall be :-

- (i) 40% in each written paper.
- (ii) 40% in the aggregate of Sessional marks and examination marks for each theory subject.
- (iii) 40% in each Practical examination or Viva-Voce examination.
- (iv) 40% in the aggregate of sessionals and examination for each practical subject.
- (v) 50% in the aggregate.

Further the dissertation must be approved for the Master of Technology Degree in Computer Science & Engineering.

Provided that a candidate who fails to obtain the requisite marks in aggregate of sessional and examination marks as provided in 10(ii) and 10(iv), he shall be required to re-appear in the examination in the concerned subject in the subsequent examination(s). Such candidates will not be required to repeat the sessional work.

11. The successful candidates shall be classified as under :-

- (a) Second Class.
- (b) First class, if a candidate obtains at least 60% of aggregate marks.

- (c) First Class with 'Distinction', if a candidate obtains 50% marks in each Theory paper and 75% of aggregate marks and further completes the full Examination in minimum duration of the course as laid down in the Ordinance. The Dissertation of the candidate must also be adjudged worthy of Distinction by the Examiners.

**ORDINANCE—MASTER OF TECHNOLOGY IN ENVIRONMENTAL
SCIENCES AND ENGINEERING (M.Tech. in
Environmental Sc. & Engg.) EXAMINATION
(Semester System)**

This Ordinance will cover the award of the Master of Technology Degree in Environmental Sciences and Engineering. The duration of the course will be three Academic Semesters. There shall be actual teaching for a minimum of 90 days in each Semester excluding admission, preparation and examination days.

1. The examination for the Degree will be held twice in a year in the month of May and December or on such other dates as may be fixed by the Vice-Chancellor.

2. The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II,

3. A person who has passed B.Tech. or equivalent degree in Mechanical/Chemical/Electrical/ Civil/Agricultural Engineering or M.Sc. in Environmental Science Examination shall be eligible to take admission in Master of Technology (M.Tech.) in Environmental Sciences and Engineering course at this University under the Faculty of Technology and Applied Sciences.

In addition, the candidate should also have qualified the Graduate Aptitude Test for Engineering (GATE) Examination or National Level Entrance Test (NET).

4.1 The examination shall be open to any regular student, who has his name submitted to the Controller of Examinations through the Chairperson, Department of Environmental Sciences and produces the following certificates :-

- (a) of possessing a good character.
- (b) of having remained on the rolls of the Department of Environmental Sciences for the Semester preceding the examinations; and
- (c) of having attended not less than 75% of the full course of lectures delivered in each paper, Practical, Seminar, Case Discussion, Trip to Department and other Organisations etc. (the course to be counted up to the day before the commencement of the examination).

4.2 A deficiency in the prescribed course (lectures or practicals, etc.) may be condoned by the Chairperson, Department of Environmental Sciences as under :-

- | | |
|--|--|
| (a) Lectures | Upto 10% of the lectures delivered in each papers; |
| (b) Practicals | Upto 5% in each paper; |
| (c) Seminars, Case Discussion, Visit to Computer Centres | Upto 10% each. |

These shall also include loss of attendances due to participation in Cultural and Sports Assignments, etc. Provided that students who participate in the Inter-University Tournaments/Youth Festivals shall be allowed additional condonation on this ground of upto 10% in each paper on a certificate from the Director, Physical Educations & Sports or the Director, Youth & Cultural Affairs Department, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50%.

Provided that the candidate who has not attended the requisite number of classes for any subject(s) will be eligible to take examination in the remaining subjects. Provided further that a candidate who is deficient in attendance shall have to repeat those courses in which he is deficient whenever offered by the Department of Environmental Sciences & Engineering.

5. The examination shall consist of two Parts :

- (i) A number of theory papers and sessional work on the subjects of theory papers and Viva-Voce on Project/ Practical work as approved by the Academic Council from time to time.
- (ii) A dissertation.

6. If a candidate, has after attending the course of studies in the Department of Environmental Sciences, did not appear or having appeared failed in one or more courses for any Semester Examination he can appear for such course(s) at subsequent examination(s) without attending a fresh course of studies for that Semester in the Department. Such a candidate may in the mean time, prosecute his studies for the next Semesters and appear in the examination(s) for the same, alongwith the examination for the lower Semester(s).

Provided that a candidate shall complete all the requirements of the Degree in a period not exceeding three years from the date of his joining the course.

7. A candidate who has passed the theory papers and practical of Semester I & II Examinations, shall submit the Project Report upto 31st August of the year concerned and shall produce a certificate from his supervisor and the Chairperson of the University Department concerned that he has worked for dissertation for at least one Semester.

Provided that a candidate who completes the Semesters I & II Examinations may, on the recommendation of the Supervisor, be allowed to pursue his dissertation work at his place of employment, if the facility for the work exists there.

8.(a) Written papers to be set jointly by an External and an Internal Paper-setter and the answer-books to be evaluated by the Internal Examiner(s). If a question paper is not received two weeks before the commencement of the examination it may be got set jointly from two Internal Paper setters.

(b) Examination in Dissertation shall be carried out jointly by an Internal and External Examiner or in his absence any other Internal Expert in the concerned subject shall be the Internal Examiner. If the dissertation is found suitable, the candidate shall have a Viva-Voce test by both the examiners at a place and on a date notified by the University. However, if the candidate is for some reason not easily available and the dissertation is considered by both the examiners to be of exceptional merit, the Viva-Voce test may not be held.

A candidate who fails in the dissertation shall be allowed to revise and resubmit it for fresh assessment not earlier than six months and not later than one year from the date of his failure. If the candidate fails in the dissertation even at the second attempt, he shall be deemed to have failed in the whole examination.

(c) Examinations in practicals and Viva-Voce to be conducted jointly by the External and Internal Examiners. If an External Examiner is not able to come, another teacher from the Department may act as External Examiner.

(d) Sessional Work to be evaluated by the teachers of the various subjects based on the work done during the Semester on the basis of following weightages :

For Theory Subjects :

(i) Class tests (two best out of three) : 40%

- (ii) Class attendance (lecture + tutorial) : 40%
- (iii) Class Work : 20%

For Practical/Project Courses :

- (i) Viva-Voce : 20%
- (ii) Lab. record : 20%
- (iii) Class attendance : 40%
- (iv) Class work : 20%

The maximum attendance for calculation of attendance component of sessional marks shall be 85% of the total scheduled periods. Provided further that the teacher(s) concerned will give attendance to the extent of 10% for the award of sessionals on account of :

- (i) Participation in Sports/Games/Club activities etc. certified by the Chairperson, of the University Department concerned.
- (ii) Taking a competitive examination/appearing in interviews held by Govt. Organisations/Public Ltd. Companies subject to the satisfaction of the Chairperson of the University Department concerned.

The marks obtained in Sessional Work shall be awarded by the teacher(s) concerned and duly countersigned by the Chairperson of the concerned Department and then forwarded to the Controller of Examinations of the University immediately after the Semester.

9. Dissertation in the Faculty of Technology and Applied Sciences should present an orderly and critical exposition of the existing knowledge of the subject and/or embody original investigation carried out by the candidate in an orderly manner. The candidate should lay down in his dissertation clearly the work done by him as an original investigation and the source from which he has obtained other information contained in his dissertation. The dissertation should demonstrate that the candidate has been trained in research work and is in a fit condition to take up fruitful research on his own.

10. The pass marks for passing any examination shall be :-
- (i) 40% in each written paper.
 - (ii) 40% in the aggregate of sessional marks and examination marks for each theory subject.
 - (iii) 40% in each Practical examination or Viva-Voce examination.

- (iv) 40% in the aggregate of sessionals and examination for each practical subject.
- (v) 50% in the aggregate.

Further the dissertation must be approved for the Master of Technology Degree in Environmental Sciences and Engineering.

Provided that a candidate who fails to obtain the requisite marks in aggregate of sessional and examination marks as provided in 10 (ii) and 10(iv), he shall be required to re-appear in the examination in the concerned subject in the subsequent examination(s). Such candidates will not be required to repeat the sessional work.

11. The successful candidates shall be classified as under :-

- (a) Second Class.
- (b) First Class, if a candidate obtains at least 60% of aggregate marks.
- (c) First Class, with 'Distinction', if a candidate obtains 50% marks in each theory paper and 70% of aggregate marks and further completes the full examination with minimum duration of the course as laid down in this Ordinance. The dissertation of the candidate must also be adjudged worthy of distinction by the examiners.

***ORDINANCE—MASTER OF TECHNOLOGY (M. Tech.) (APPLIED GEOLOGY) (5-YEAR INTEGRATED COURSE) EXAMINATION (*Semester System*)**

1.1 The duration of the course of instruction for the award of M.Tech. (Applied Geology) Degree shall be five academic years, comprising of ten semesters. Each academic year shall be divided into two semesters i.e. July to December and January to May/June.

1.2 Main as well as supplementary examinations for the First, Third, Fifth, Seventh and Ninth semesters shall be held in December/January and for the Second, Fourth, Sixth, Eighth and Tenth semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which Examination-forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3.1 A person who has passed one of the following examinations shall be eligible to join First Semester of the course :

- (i) Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education, Haryana or an examination recognized as equivalent thereto, with Physics & Mathematics as compulsory subjects alongwith one of the following subjects:
 - (a) Chemistry;
 - (b) Bio-Technology;
 - (c) Computer Science;
 - (d) Biology.
 - (e) Geology.

OR

- (ii) Diploma Course in Engineering/Technology of 3 year duration or more from State Board of Technical Education, Haryana or its equivalent Diploma Examination.

*Approved vide Executive Council Resolution No.5(2) of 9.6.2010, w.e.f. the session 2008-09.

3.2 Candidates with Diploma of 3-years (after Matric)/Diploma of 2-years (after +2)/2-year Certificate Course (after Matric) plus Diploma of 2-years or of more duration may be allowed Lateral Entry at 3rd Semester level of the course. Such candidates will be considered for admission to the 3rd Semester only if they have passed Diploma Course in any discipline from the State Board of Technical Education, Haryana, or its equivalent with at least 60% marks in aggregate.

4. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

5.1 The courses of the study and the subjects of examinations shall be as approved by the Academic Council from time to time. The examination shall consist of :-

- (a) **Written Papers** : Written papers will be set by External Paper setters. If a question paper is not received from the External Paper-setter two weeks before the commencement of examinations, it will be got set from a teacher in the Faculty of Engineering & Technology or the Faculty of Sciences. The answer books shall be evaluated by the Internal Examiner(s).
- (b) **Practical Examinations/Viva-Voce on Field Training Reports/Dissertations** : Examinations in practicals/ viva-voce will be conducted jointly by the External and Internal Examiners. External Examiners will also include teachers (Professors/Associate Professors/Readers/Senior Lecturers) from IITs/NITs and Institutes/Colleges affiliated to this University/Senior Scientists from CSIR/ICAR/National/Regional Research Laboratories/Public Sector Undertakings/Central and State Government Departments having not less than 10 years experience in the concerned field.
- (c) **Sessionals** : Sessional work will be evaluated by the teachers concerned based on the work done during the

semester on the basis of the following weightages :

I. For Theory Subjects :

(i) Class test (two best of three)	40%
(ii) Class Attendance (Lecture/Tutorial)	40%
(iii) Class Work	20%

II. For Practical/Project Courses:

(i) Viva-Voce/Test	20%
(ii) Laboratory Record	20%
(iii) Class Attendance	40%
(iv) Class Work	20%

For Seminars/Comprehensive Viva-voce, the marks will be awarded by a Committee of atleast three teachers appointed by the Chairperson of the Department/Institute concerned.

5.2 Attendance to the extent of 10% for the award of Sessional marks can be given on account of :

- (i) participation in sports/games/cultural activities etc. certified by the Chairperson of the Department/Institute concerned.
- (ii) taking a competitive examination/appearing in interviews held by Govt. Organizations/Public Ltd. Companies subject to the satisfaction of the Department/Institute.

5.3 The marks obtained in Sessional work shall be forwarded to the Examination Branch by the Chairperson of the Department concerned duly countersigned by him soon after the classes for concerned semester are over.

5.4 The Chairperson of the Department shall preserve the record on the basis of which Sessional awards have been prepared for inspection, if needed, by the University up to six months from the date of declaration of the Semester result.

6.1 The First/Second/Third/Fourth/Fifth/Sixth/Seventh/Eighth/Ninth/Tenth Semester examinations shall be open to a regular student who :

- (a) has passed the requisite qualifying examination as laid down in clause 3.1, if he is a candidate for the First

semester or is covered under clause 3.2 if he is a candidate for the Third semester or covered under clause 7, as the case may be;

- (b) has remained on the rolls of the Department during one semester preceding the examination;
- (c) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the total number of periods assigned to that subject/practical. This requirement shall be fulfilled separately for each course of study in each semester (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s) shall not be eligible to take the examination in that paper/practical unless he/she repeats the course in the paper(s) concerned and obtains requisite attendance in the concerned subject.

6.2 The Chairperson of the Department may condone deficiency in the prescribed course upto 10% of the periods assigned to the subject in genuine cases to his satisfaction.

7.1 If a candidate has, after attending the course of studies in the Department and being eligible, either not appeared or appeared in any semester examination and failed in one or more courses for that examination, he can appear for such course(s) at subsequent examinations without attending a fresh course of studies for that semester in the Department. Such a candidate may, in the meantime, prosecute his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower Semester(s).

Provided that after completion of their studies for the whole duration of the course upto 10th Semester, the candidates will be allowed to appear in examination as an ex-student for the left out papers subject to Clause 7.3.

7.2 A candidate shall not be allowed to attend classes in the semester mentioned in Column (a) below unless he/she has fulfilled the

attendance requirement as per Clause 6 for all the courses of the Semesters, mentioned in Column (b) below and shall be required to repeat the studies of the course(s) in which he/she has failed to achieve the attendance requirements whenever the course(s) is/are offered by the Department :-

(a)	(b)	
3 rd Semester onwards	1 st Semester 2 nd Semester	} (Except in case of candidates admitted under Clause 3.2)
5 th Semester onwards	3 rd and 4 th Semesters	
7 th Semester onwards	5 th and 6 th Semesters	
9 th Semester onwards	7 th and 8 th Semesters	

7.3 A candidate who fails to pass the integrated M. Tech. Examination within a period of ten years (seven years in respect of candidates admitted under clause 3.2 of his admission to the course shall be deemed to be unfit for the M. Tech. Applied Geology programme.

8. The amount of examination fee to be paid by a candidate for each semester shall be as prescribed by the University from time to time. A candidate, who re-appears in one or more paper(s)/practical(s)/semester(s) for the purpose of passing, shall pay fees as for the whole examination.

9. The medium of instruction and examination shall be English.

10. The minimum number of marks required to pass the examination in each Semester shall be as under:-

- (i) 40% in each theory paper except in the subject of Humanities and Social Sciences bearing the course number beginning with HuE where it shall be 35%;
- (ii) 40% in the aggregate of sessional and examination marks for each theory subject except in the subject of Humanities and Social Sciences bearing the Course No. beginning with HuE where it shall be 35%;
- (iii) 40% in each practical examination or viva-voce examination;
- (iv) 40% in the aggregate of sessional marks and examination marks for each practical subject.

Provided that a candidate who fails to obtain the requisite marks in aggregate of sessional and examination marks, shall be required to

re-appear in the examination in the concerned subject in the subsequent examination(s). Such a candidate will not be required to repeat the sessional work.

11.1 A candidate for M. Tech. (Applied Geology) shall, where prescribed, be required to undergo Field Trainings of the duration of about two weeks i.e. not less than 10 working days excluding transit period, accompanied by Department teachers independently or in an industry or enterprise, duly approved by the Chairperson of the Department during or after specified semester examination. In case the field training is undertaken by a student individually or in small groups without accompanying teacher(s), it may have a duration of more than two weeks and the student concerned will select/choose the enterprise and seek the necessary permission etc. himself from the agency concerned. However, he may seek guidance of teachers/Chairperson of the Department in the process. Every student will submit two copies of the Field Training Report in the Department within 15 days after the training for comprehensive viva-voce. The submission period may be extended for a week by the Chairperson under justified circumstances.

11.2 The last date for receipt of the training/Field Trip report in the Secrecy Branch shall normally be 30th November of the concerned year. However, the period for submission of training/field report may be extended on the recommendation of the Chairperson of the Department upto 31st March of the following year by the Vice-Chancellor with late fee of Rs.500/- or as may be prescribed by the University from time to time. If a candidate fails to submit the Field Training report even upto the extended period, he/she shall be considered to have absented in the Field Training paper and his/her result shall be declared accordingly.

12. In order to determine the division in which the candidate should be placed the scaled marks will be as under :-

<i>Name of the examination</i>	<i>Scaled Marks</i>
1 st and 2 nd Semester	40%
3 rd and 4 th Semester	50%
5 th and 6 th Semester	80%
7 th and 8 th Semester	100%
9 th and 10 th Semester	100%

Provided that in the case of a candidate admitted under Clause 3.2, the marks obtained by him in third to tenth semester examinations only

***ORDINANCE—DIRECTORATE OF DISTANCE EDUCATION**

1. There shall be a Directorate of Distance Education for running distance education courses in different disciplines. Admission to the distance education courses in the Directorate shall be open to any person who resides in any part of India and abroad and satisfies the admission requirements for the respective courses and such other conditions as may be laid down in the Prospectus of the Directorate from time to time.

2. Notwithstanding anything contained in any other Ordinance/Regulations, the eligibility conditions laid down for admission to distance education courses shall be the minimum pass marks in the qualifying examinations except for any specific course(s) for which higher percentage and/or any other requirement(s) have been prescribed in the Prospectus of the Directorate for the relevant session.

3. Where maximum number of seats has been fixed for admission to any course(s), the admission to such course(s) will be made on merit or in such manner as may be prescribed in the Prospectus from time to time.

4. A candidate whose result of Annual Examination (not applicable for Compartment/Re-appear/Re-evaluation, UMC, Additional chance cases etc.) is declared late by the Kurukshetra University/Board of School Education Haryana, for no fault of his/her, if otherwise eligible, may be allowed admission to the corresponding higher class, except M.Phil. or any other course as specified in the Prospectus, within 15 days from the date of despatch of result card (as mentioned on the result card), without late fee, and after that the admission form shall be entertained with usual late fee upto a date as prescribed in the Prospectus of the Directorate from time to time.

Admission will also be allowed to various courses, except M.Phil. or any other course as specified in the Prospectus, to the candidates who on declaration of their results of supplementary examinations/compartment/re-appear/re-evaluation become eligible for admission during the session, with late fee but ordinarily upto such date as may be prescribed in the Prospectus from time to time.

5. The University examination for the distance education courses will ordinarily be held annually in the month of April/May on the dates

*Amended vide Executive Council Resolution No.11(12) of 3.12.2008.

and at such examination centres as may be notified by the Controller of Examinations. The examinations shall be conducted by the Controller of Examinations and after termination of the examinations, he shall publish the result of the candidates and the Detailed-Marks-Cards/Certificates/Degrees will be issued through the Directorate.

6. The last date(s) of submission of examination admission forms/fees/Project Reports/Training Report/Dissertation, etc. shall be as prescribed in the Ordinance of the concerned course. However, grace of five working days shall be allowed for submission of the above documents by the Directorate to the Controller of Examinations.

7. Unless otherwise decided by the Vice-Chancellor for any specific course, the Ordinances and Courses of Readings, the duration of the Courses, the mode of examination, award of Certificate/Degree etc. for similar courses will be the same as prescribed for the regular students of this university with the exception of :-

- (a) attendance requirement except the requirement of attendance in PCP as prescribed in the Prospectus of the Directorate from time to time;
 - (b) requirement of qualifying the House/Class test/assignment wherever prescribed;
 - (c) eligibility conditions for admissions with minimum pass marks in the qualifying examinations except where obtaining of higher percentage of marks has been prescribed for any specific course;
 - (d) the course(s) where a different scheme of examination has/have been prescribed;
 - (e) where adoption of syllabi of any course(s) has/have been delayed for getting the study material prepared or for any other reason.
 - (f) internal Assessment wherever provided marks obtained in the written examinations will be increased proportionately to make up for the internal assessment;
8. (i) Recognition of courses of other University/Board : Unless otherwise decided by the University to exclude any specific course, the examinations conducted by various recognised Indian Universities/Deemed Universities/State Education Boards are recognised for

the purpose of admission to various courses in the Directorate of Distance Education.

This provision will, however, not apply for admission to courses in the University Teaching Departments/Colleges including for Ph.D. registration for which the case will be considered by the University Separately.

- (ii) The examinations of foreign Universities/Boards which stand recognised by the Association of Indian Universities, New Delhi are recognised for the purpose of admission to various courses in the Directorate of Distance Education.

9. The instruction will be provided through the supply of the printed study material and/or Books published by eminent authors and/or electronic study material, evaluation of response sheets, counselling of students by the teacher/course co-ordinator or through any other method as may be decided by the Director from time to time for promoting learning of the students. Students are also required to consult the books prescribed/recommended for references in the syllabi as the study material supplied by the Directorate is only to supplement learning and to support the books referred to in the syllabi. Efforts will be made to cover the deficiency in the supply of instructional material, if any, in the Personal Contact Programmes.

- 10. (i) The instruction through study material is supplemented by Personal Contact Programme(s) for Theory and Practical Papers together or separately of one to three weeks duration as may be decided by the Co-ordinator/Director from time to time keeping in view the requirement of the course, number of students enrolled and availability of time, etc. This programme includes regular effective class-room teaching, practicals wherever applicable, face to face discussions, promoting thereby an interaction between the teachers and the taught. However, in case the enrollment of students in any class/course/subject is very small or the subject/Paper which is allowed to be offered without any study material, the Personal Contact Programme can be allowed to be conducted by the Director at his discretion in the interest of the students without charging any extra fees from the students.

- (ii) The Directorate shall every year specify in the Prospectus the name of the courses in which participation of the students in the PCPs and submission of the written assignments by them are compulsory and to which extent to become eligible to appear in the University examination. However, if made compulsory, the Director shall be competent to allow exemption or to condone shortage of attendance in the PCPs and in submission of written assignments partially or wholly.

11. The candidates can seek admission to the distance education courses run by the Directorate by submitting the prescribed admission form duly filled in with requisite documents and fee (in the shape of Bank Draft/Banker's Cheque or as given in the Prospectus from time to time), direct in the Directorate or at any of its study centres, if established at any station within the country or outside, personally or by post or through any other outside agency/agencies appointed by the Directorate for the enrollment of the candidates to distance education courses and for their counselling and guidance on course contents for theory and practical components of the respective courses on such terms and conditions as may be decided by the Vice-Chancellor from time to time.

12. The schedule of admission; requirements for admission; schedule and rates of fees/funds payable by the students; norms for refund of fee, fee concession, financial assistance, waiving of recovery from the students, courses to be offered through distance education, instructional methodology; medium of instruction; eligibility conditions for admission to various courses and for appearing in the University examinations, DDE Prospectus; rates and norms of remuneration/expenditure payable to those engaged for arranging activities of distance education courses like, conduct of PCP, preparation/printing of study material, purchase of study material in the form of Books/C.D./other electronic material etc. or any other allied matter for running the courses shall be decided by the Vice-Chancellor from time to time. Whenever required in case of any exigency, the Vice-Chancellor can also appoint ad hoc committees for any course(s) with Course Co-ordinator/Director as its Convener to work as Board of Studies for the said course(s).

13. Whenever required, the Director shall constitute subject committees in different subjects/courses; approve lesson plans, the names of lesson writers/vetters/reviewers; allow supplying of study

material to the students; appoint observers/co-ordinators, etc. for various courses, PCP centres, study centres, etc; allow journey of staff of the Directorate; and others including journeys by taxi/own car for jobs relating to the Directorate; sanction of expenditures and temporary advances out of the budget allocation of the Directorate for the conduct of PCP, payment to Post Office for the Franking Machines/Postal stamps, preparation and printing of lessons through the university press, private printers or within the Directorate, other miscellaneous expenditures on purchases of items required, etc. by following due procedures and wherever required with the administrative approval of the competent authority; sanction overtime allowance to the staff within the budgetary provisions of the Directorate keeping in view the urgency of the work; to exercise such other financial and administrative powers as are delegated to him in respect of distance education courses from time to time; to assign duties to the teaching and non-teaching staff in the Directorate including Branch Officers (AR/DR) and to authorise them to discharge any function on his behalf, give instructions to decide admission matters, change of subject/course/option, cancellation/restoration of candidatures of the students as per rules, regulations and other instructions as contained in the Prospectus as also to issue other instructions to the staff and students from time to time for the smooth conduct of the distance education courses.

14. The number of sets of study material/Books/CDs/other electronic material, etc. for supply of the same to the students will be got printed/purchased/prepared on the basis of estimation and whenever new study material is got printed for any course or paper/course on account of change in the syllabi or in case the admission to any course has been discontinued or option of any course has not been offered to students, etc. the old stock of the study material of the said paper/course will stand automatically written off.

15. The financial assistance to one percent of the total number of students upto the extent of 40% of the total fee payable by the candidates can be sanctioned by the Director (DE) out of the amount of interest from the corpus of Dr. Radhakrishnan Foundation Funds as per yearly allocation made for the Directorate by the Vice-Chancellor for payment to the students concerned by the office of Dr. Radhakrishnan Foundation Funds. However, the cases beyond this limit will be considered by the Vice-Chancellor on merit of each case.

16. (i) Any regular student of such a Course in the University Teaching Department/College as is available in the

Directorate who has been detained for want of fulfilment of the eligibility conditions of attendance/house test, etc. for appearing in the annual examination as a regular student of that College/Department but is otherwise eligible for admission to the Course through distance education may be allowed admission to the same Course in the Directorate ordinarily upto such time as may be prescribed in the Prospectus of the Directorate from time to time on the following conditions :

- (a) Such a student will have to fill up the admission form of Directorate and pay all fees/dues including usual late fee in one lot at par with the other students of the same course of the Directorate during the session.
 - (b) Whatever study material for the Course is available in the Directorate at that time will be collected by the student without any right to the study material as have been supplied to other students during the session. In no case the study material will be provided to the students for the subject(s)/Paper(s) for which instruction is not imported by the Directorate.
 - (c) The examination Admit Card, Date-Sheet and other documents, if any, will have to be collected personally by the candidate at his/her own risk and responsibility, failing which the Directorate will not be responsible for late-delivery or non-delivery of the Admit Cards/Roll Nos. slip, date sheet etc.
 - (d) Such a student offering subject(s) which involve(s) practical will have to submit a certificate from the Principal of an affiliated College to the effect that he/she has attended the required practicals of the concerned subject(s) failing which his/her admit card (Roll No.) will not be issued.
- (ii) If otherwise eligible, such a facility will also be available on similar conditions to a candidate whose candidature for appearing in the Kurukshetra University examinations as a private candidate has been rejected for non-fulfilment of conditions for appearing in the

University examination in the capacity of a private candidate.

- (iii) This facility can further be allowed to be extended for any other category of candidates with the same set of conditions or in modified form as may be decided by the Vice-Chancellor.

17. A person seeking admission to a course through distance education will be required to pay the fee/funds as per rates and the Schedule of dates as prescribed in the Prospectus of the Directorate for the relevant session which will be approved by the Vice-Chancellor from time to time. For any course spread over a period of more than one year, fresh admission forms will have to be filled in by the candidates every year by following the admission schedule and fee as notified by the Directorate in its Prospectus so as to determine their eligibility for admission to the next higher class.

18. A candidate enrolled with the Directorate can be allowed to migrate to any other University/Board in the mid of the session without appearing in the University examination provided he/she gets his/her candidature cancelled in which case no refund/adjustment of fees already paid will be admissible and he/she also not be liable to pay the balance dues, if any, for the session.

19. If candidature of any candidate is cancelled or he/she leaves on his/her own in mid of the session without appearing in the examination or remains absent in the examination, his/her outstanding dues, if any, shall stand written off.

20. No candidate shall be allowed to appear in the examination without clearing his all the dues. However, where small amount not more than 5% of the total fee, exact amount of which will be fixed by the Director every year at the time of the issue of Roll No./Admit Card is outstanding against individual candidates, their Admit Cards/Roll Nos. may be released but their D.M.Cs. will be issued only after clearance of the pending dues by them. In case such candidates do not claim their D.M.Cs. for one year with effect from the date of receipt of the same in the Directorate even after intimation to the candidate concerned under UPC Post, their outstanding dues shall automatically stand written off. A list of all such candidates with their Registration No. and outstanding dues indicated against each will, however, be sent to the Registration Branch for making entries of the outstanding amount against their names in the Registration Books to realize the amount from them at the time of

verifying particulars of the candidates in case they appear in any other examination of this University in any other capacity such as regular students in any Department/College or as private candidates, etc. or while allowing issue of the Migration Certificate from this University for joining any course at any other University or Board.

21. Acceptance of Admission forms/fees, allotment of DDE Ref. No., issue of Identity Card, dispatch of study material, attendance of Personal Contact Programme etc. will be provisional subject to confirmation of eligibility.

22. The Directorate will not be responsible for failure on the part of the postal/courier services or if sent through any other mode in non-delivery or late delivery of any document/payment. The candidates must go through the Prospectus and other instructions sent to them from time to time and should also remain vigilant to get in touch with the Directorate at the appropriate time in case of non-receipt of any document sent to them by the Directorate like study material, Admit Card/date sheet, etc.

23. In case last date fixed for the receipt of Admission Form or any other document/fee or Project Report/Training Report/Dissertation, etc. falls on a holiday, the next working day shall be treated as the last date.

24. A student enrolled for any distance education course shall be required to :

- (a) submit such forms, documents and certificates as may be prescribed by the Directorate in the Prospectus from time to time;
- (b) submit as many response-sheets/written assignments and by such dates as may be prescribed by the Directorate in the Prospectus from time to time;
- (c) attend such number of lectures at Personal Contact Programme as may be prescribed in the Prospectus from time to time.
- (d) undergo practical training if any prescribed in the syllabus in any institution and in the manner as approved by the Director; and
- (e) submit required number of copies of dissertation/project report/assignments by the dates mentioned in the Prospectus.

25.(a) A student registered for the Distance Education, who is certified by the Director to have completed the requirements prescribed for such a course, may be allowed to appear in the examination as a student of the Directorate at the Examination Centres fixed for this purpose for that particular year.

Provided that an additional fee as may be prescribed by the Directorate from time to time shall be charged from the students who opt to appear for the examination at an examination centre if created by the University at a station outside the jurisdiction of the University.

(b) A student who has completed the prescribed course of instruction in the Directorate and other requirements such as payment of full fee, submission of required documents including Migration Certificate or affidavit in lieu thereof, attendance at PCP where compulsory, but does not appear in the examination, or having appeared fails or is placed under compartment/Re-appear, may be allowed to appear/re-appear in the examination/paper(s) as the case may be, as an ex-student, without attending a fresh course of instruction, in the permissible chances within the maximum period prescribed in the relevant Ordinance for passing the course.

(c) The examination forms of Ex-students of Directorate of Distance Education can be got attested from any authorised officer(s) of the Directorate or any Gazetted Officer or the Principal of a College Affiliated with any recognised University in the country by showing the DMC of the said examination last appeared and Identity Card issued by the Directorate.

26. Subject to the restrictions given in the Ordinance/Prospectus, a candidate may be permitted to offer Optional/Elective/Compulsory subject(s)/paper(s) for which instruction is not imparted by the Directorate through distance education in which case the candidates will be required to prepare for the same on his own and the Directorate will not provide for any study material/books. However, PCP for such Subject/Paper can be allowed to be conducted at the discretion of the Director free of Charge without any additional fee.

27. The medium of instruction of the study material for various distance education courses shall be as prescribed by the Directorate from time to time. However, the candidates can be allowed to attempt the answers in the University examination in any other language as specified in the Prospectus of the relevant session.

28. Candidates joining a distance education course shall also be eligible for University Merit Scholarship/Medal/Position in the University examination as per prescribed rules in this behalf.

29. No hostel accommodation would be made available to the students of distance education courses seeking admission in the Directorate. However, during the conduct of Personal Contact Programmes/examinations, girls students coming from outstations may be allowed to stay in the University Hostels provided sufficient accommodation is available at that moment.

30. All legal disputes relating to the Directorate of Distance Education or its Courses and execution of its agreements will be subject to the Jurisdiction of Kurukshetra Courts or Courts having jurisdiction in Kurukshetra.

31. All the decisions of the Vice-Chancellor with regard to Distance Education courses in so far as they are not provided in the above ordinance or the Prospectus of the Directorate of Distance Education, shall be final.

***RULES/GUIDELINES FOR IMPLEMENTATION OF CREDIT
SYSTEM OF STUDY AND AWARD OF GRADES IN VARIOUS
UNIVERSITY EXAMINATIONS**

1.1 The University has introduced credit system of study in some of the courses being run in the Faculty of Engg. and Technology. The prominent feature of the credit system is a process of continuous evaluation of a student's performance.

Each academic programme will have a certain number of credits which will describe its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree.

Every course will be coordinated by a member of the teaching staff of the Institute/Department which is offered in a given semester. This faculty member will be called the Course Co-ordinator. He/she will have the full responsibility for conducting the course. If a course is shared among more than one faculty, the senior most faculty will be Course Co-ordinator. He/she will coordinate the work of the other members of the faculty involved in that course holding the tests and assignments, and awarding the grades. For any difficulty, the student is expected to approach the Course Co-ordinator for advice and clarification. In addition, one faculty member of the Institute/Department shall act as Faculty Advisor for the students for this purpose.

Each course has a certain number of credits which reflect its weightage. Credits of a course will be evaluated as under :-

- (a) For all lecture courses, one credit per lecture per week (Semester-wise) will generally be adopted.
- (b) One laboratory hour per week (Semester-wise) will be assigned half credit. Course with odd numbers of laboratory hours having fractional credits will be accepted. The courses having 1.5 hour Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses.

*Approved vide Executive Council Resolution No.3(9) of 11.10.2008, w.e.f. the session 2007-08.

1.2 The grade awarded to a student in each course will be based on performance of the student in Minor Tests (best two out of three), co-curricular activities (assignments, viva-voce, lab. work, seminar, workshop presentation, group discussions, quiz etc.) and Major Test at the end of each Semester Unless otherwise provided, the distribution of the weightage will be as under :-

Minor Test (two best)	30% (15% each test)
Co-curricular Activities	10%
Major Test	60%

All tests i.e. Minor Tests as well as Major Tests (End Term Examination) will be conducted and evaluated by the Institute/Department concerned and the question papers for End Term Examination will be got set and printed by the Institute/Department itself. The tests (Minor as well as Major) after the evaluation will be shown to the students by respective Course Co-ordinator. In case the student is not satisfied with the evaluation of Major Test, he/she may represent in writing to the Director/Chairperson within three days after showing of test (major). The same will be referred to Departmental Result Committee (DRC). The DRC, consisting of Director/Chairman and two senior most teachers of the Department/Institute, in consultation with the concerned Course Co-ordinator will look into the matter and its decision will be final. After the decision of DRC, no further appeal/request for re-evaluation of Major Test will be entertained.

1.3 The marks of assessment/grades will be displayed on the notice board of the Institute/Department by the Director/Chairperson before forwarding it to the Examination Branch.

1.4 The Director/Chairperson of the Institute/Department shall forward the final awards/grade of the students in hard and soft copy to the Examination Branch within a week after the finalization of marks/grades for declaration of the result and preparation of DMC. All other records and answer-books will be retained by the Institute/Department for a period of at least one month and thereafter will be handed over to the Examination Branch for disposal.

1.5 End term examination (Major test) shall be open to a regular student who :

- (i) has been on the rolls of the Institute/Department during the Semester.

- (ii) has attended not less than 75% of the lectures in each paper, seminar, case discussion, field trips, tutorials, etc. This requirement shall be fulfilled separately for each course of study. A deficiency upto 10% may be condoned by the Director/Chairperson of the Institute/Department in a very hard and deserving case.
- (iii) The minimum Semester Grade Point Average (SGPA) required for the continuation of registration is 4.00 at the end of 1st Semester and CGPA (Cumulative Grade Point Average) of 4.5 at the end of the subsequent semesters. The minimum CGPA required for the award of degree is 5.00.

2.0 Grading System :

The grading of academic performance will be as under :-

Academic Performance	Letter Grades	Grade Points (P)
Outstanding	A+	10
Excellent	A	9
Very Good	B+	8
Good	B	7
Average	C+	6
Below Average	C	5
Marginal	D	4
Poor	E	2
Very Poor	F	0
Audit Pass	AP	-
Audit Fail	AF	-
Incomplete Course	I	-
Incomplete Project/ Dissertation	X	-
Satisfactory (only for Dissertation)	S	
Unsatisfactory (only for Dissertation)	U	
Withdrawal (other than Dissertation)	W	
Non-Completion of Course Requirement and/or Training	Z	

- Note : 1. Pass Grade is Grade 'D' or higher grade.
2. Grade 'E' and 'F' are fail grades.

3. Student detained for not fulfilling the attendance requirements shall be given F grade.

‘E’ and ‘F’ Grades

The ‘E’ and ‘F’ grades denote poor and very poor performance i.e., fail in a course. ‘F’ grade is also awarded in case of not fulfilling the requirement of attendance. A student has to repeat all courses in which he/she obtains either ‘E’ or ‘F’ grade, until a passing grade is obtained. The number of chances to repeat the courses will be governed as per provisions contained in the Ordinance. If ‘E’ or ‘F’ grade is awarded to a student in major project, he/she will get only one more chance to repeat the project work at the end of next Semester. However, if a candidate still gets ‘E’ or ‘F’ grade in major project, the same will not be eligible for the award of degree.

AP/AF Grades

These grades are awarded to qualifying/Non-Credit Course (as per scheme supplied by concerned Institute/Department). The candidates will not be eligible for award of degree without qualifying these papers.

‘I’ Grade

This refers to an ‘incomplete’ grade in a course other than Project/Dissertation, which will be awarded as per guidelines given in clause 4.0 below. It shall be converted into a grade not exceeding ‘B’ by conducting a major test in particular course/courses.

‘W’ Grade

This refers to withdrawal from a course other than Dissertation, which will be allowed upto one week after the end of the first Minor Test with the prior permission of the Course Co-ordinator. Request for permission to withdraw from all courses/Semester will be considered as per the following guidelines :

- (a) Under no circumstances, the request for withdrawal will be entertained after the Major Tests have started. Students should present the medical certificate in support of their absence on health reasons within 2 days of joining. The students may not ask for withdrawal retrospectively.
- (b) Period of authorized absence in the semester should not be less than 8 weeks of Teaching schedule as per scheme of the course for withdrawal to be granted.

- (c) In case of request for withdrawal on medical grounds, students residing in the hostel must produce a certificate issued by University Medical Officer which will be acceptable in those cases where the student has valid reasons for his absence from the University hostel.
- (d) Regularity in attending the classes and satisfactory performance in the minor(s) test(s), if any, held prior to the date of application for withdrawal, would be taken into account while recommending/granting withdrawal.
- (e) The 'W' grade shall be converted into proper letter grade as per clause 2 above by conducting tests (Major and Minor) alongwith regular examination of the courses/Semester scheduled as an when held as per the Ordinance.

Continuous Absence

If a student is absent from the Institute/Department for more than four weeks without intimating the Director/Chairperson of Institute/Department, his/her name will be removed from the Institute/Department rolls.

'X' Grade

This grade is awarded for incomplete Project/Dissertation work as per guidelines given in clause 5.0 below and will be converted to a proper letter grade as per clause 2 above on the completion of the Project/Dissertation work and its evaluation.

3.0 The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be calculated as under :-

For the purpose of calculation GPA for SGPA and CGPA, only those courses (including projects) will be taken into account in which the student has been awarded one of A, B, C, D, E or F grade.

$$(i) \quad \text{SGPA} = \frac{\sum_{i=1}^n i}{\sum_{i=1}^m i}$$

Where

C_i = Number of credits earned in the i^{th} course of semester for which SGPA is to be calculated.

P_i = Grade point earned in i^{th} course.

i = 1,2,3,...,n, represent the number of courses in which a student is registered in the concerned semester.

$$(ii) \quad CGPA = \frac{\sum_{j=1}^m P_j}{\sum_{j=1}^m C_j}$$

Where

C_j = Number of credits earned in the j^{th} course of semester for which CGPA is to be calculated.

P_j = Grade point earned in j^{th} course. Grades lower than D. (i.e. grade point < 4) in a course shall not be taken into account.

j = 1,2,3,...,m, represent the number of course in which a student was registered and obtained a grade not lower than D upto the semester for which CGPA is to be calculated.

Note : Grade E & F shall not be considered for calculation of CGPA but shall be considered for SGPA.

4.0 AWARD OF 'I' GRADE

- (a) If a student is absent during End-Term examination (Major Test) of a course due to medical reason or unavoidable circumstances, he/she may apply for the award of 'I' grade to the Director/Chairperson forwarded through the Course Co-ordinator and the Faculty Advisor, provided that he/she has attended 75% of the classes held.

This, rarely used option may be awarded by the Director/Chairperson.

- (b) The 'I' grade so awarded shall be notified by the Institute/Department and copy of the notification will be endorsed to the Examination Branch and to the Course Coordinator concerned.
- (c) The 'I' grade shall be converted into proper letter grade as per clause 2 above not exceeding 'B' by conducting a major test of that course in which 'I' grade is given and shall be sent to the Examination Branch within 15 days from the date on which the End-Term Examination is over.

5.0 AWARD OF 'X' GRADE

A student who is unable to complete his/her Project/Dissertation may be awarded 'X' grade on the recommendation of Result Committee consisting of (i) the Director/Chairperson (ii) Senior most Faculty member and (iii) the Supervisor(s) of the Project/Dissertation. The student concerned shall have to present his/her work to the Result Committee 4 to 6 weeks before the date of registration of the next Semester. A student who has been awarded 'X' grade shall be required to formally register for the next Semester and pay the requisite fee. Normally, the following grounds may be considered for the award of 'X' grade :

- (a) Medical grounds to the satisfaction of the University Medical Officer and the approval of the Director/Chairperson.
- (b) Technical reasons/grounds such as Supervisor/equipment not being available.

6.0 AWARD OF GRADES BASED ON ABSOLUTE MARKS

The award of grades based on absolute marks out of 100 shall be made as follows :-

Marks		Grade		Marks
91	≤	A+	≤	100
82	≤	A	≤	90
73	≤	B+	≤	81
64	≤	B	≤	72
55	≤	C+	≤	63
46	≤	C	≤	54
40	≤	D	≤	45
20	≤	E	≤	39
		F	≤	19

7.0 STATISTICAL METHOD FOR THE AWARD OF GRADES

For the award of grades in a course, all component-wise evaluation shall be done in marks. The marks of different components viz. minor tests, major test and co-curricular activities would be reduced in relative weightage of each component and added. The marks so obtained shall be out of 100 and the same will be converted into grades following the guidelines given below :

For 45 or more number of students in a course, the statistical method shall invariably be used and marginal adjustment for natural cut-off. The mean(\bar{x}) and the standard deviation (σ) or marks obtained by all the students in a course shall be calculated and the grades shall be awarded to a student depending upon the marks and the mean and the standard deviation as per table given below.

Awards of Grade Using Statistical Method

Lower Range of Marks	Grade	Upper Range of Marks
	A+	$\geq \bar{x} + 1.5 \sigma$
$\bar{x} + 1.0 \sigma <$	A	$\leq \bar{x} + 1.5 \sigma$
$\bar{x} + 0.5 \sigma <$	B+	$\leq \bar{x} + 1.0 \sigma$
$\bar{x} <$	B	$\leq \bar{x} + 0.5 \sigma$
$\bar{x} - 0.5 \sigma <$	C+	$\leq \bar{x}$
$\bar{x} - 1.0 \sigma <$	C	$\leq \bar{x} - 0.5 \sigma$
$\bar{x} - 1.5 \sigma <$	D	$\leq \bar{x} - 1.0 \sigma$
$\bar{x} - 2.0 \sigma <$	E	$\leq \bar{x} - 1.5 \sigma$
	F	$\leq \bar{x} - 2.0 \sigma$

8.0 General Guidelines for Award of Grades

The following are the general guidelines for the award of grades :

- (i) All evaluations of different components of course shall be done in marks for each student.
- (ii) The marks of various components shall be reduced to approved weightage (as decided by the Staff Council) and/or indicated in the scheme of teaching and examination and added to get total marks secured on a 100-point scale. The rounding off shall be done on the higher side.
- (iii) For less than 15 students in a course, the grades shall be awarded on the basis of natural cut-off in the absolute marks (clause 6.0).

- (iv) For more than 45 students in a course, the statistical method shall be used for the award of grades with or without marginal adjustment for natural cut-off. The salient features of statistical method are given in clause 7.0 below.
- (v) The overall distribution of different grades shall be as indicated in the statistical distribution to the extent possible (clause 7.0).
- (vi) For the strength of students in any course between 15 to 45, any of the above methods (clause 6.0/7.0) may be used for the award of grade.

I-GENERAL RULES FOR EXAMINATIONS**A-Admission to Examinations**

1. Applications for admission to an examination shall be made on the prescribed form accompanied by the requisite fee to reach the University by the date fixed for the purpose.

2.1 Applications for admission to examinations shall be accompanied by the following certificates signed by the authority specified in the admission form :-

- (a) of good character;
- (b) that the candidate is eligible to appear in the examination under the Ordinances prescribed for the examination concerned;
- (c) any other certificate(s) required under the Ordinances.

2.2 In the case of an ex-student, the application for admission to an examination shall be accompanied by a certificate signed by the Principal of the College/Chairperson of the Department last attended, that the candidate completed the prescribed course of lectures, etc., with in the period specified by the Ordinance for the examination.

2.3 All candidates male as well as female are required to submit three copies of their photographs out of which, two copies will be affixed on the Admission-cum-Roll No. Card and one copy will be affixed on the Admission form at the space provided for this purpose. On the front portion of each photograph, candidate will write his/her name and of his/her father, which will be attested by the same authority which attests the Admission Form.

3. The Academic Council shall have power to exclude any candidate from examination permanently or for a specified period for reasons to be recorded, if it is satisfied that such a candidate is not a fit and proper person to be admitted to the examination.

4.1 If a candidate after admission to an examination –

- (a) commits an immoral act;

OR

- (b) is discovered to have committed an immoral act which in the opinion of the Academic Council is such that had it come to their knowledge in time, they would have excluded him from the examination.

the Academic Council may –

- (i) cancel his candidature for that examination and order that his result be not declared;
and/or
- (ii) disqualify him permanently or for a specified period.

4.2 If a candidate, subsequent to the issue of Roll Number or subsequent to appearance in an examination, is found to be ineligible to take the examination, his candidature shall be cancelled by the Controller of Examinations.

4.3 If a candidate, before issue of Roll Number or before appearance in an examination, is found to be ineligible to take the examination, his candidature shall be cancelled by the Assistant Registrar (Examinations).

*5. Notwithstanding anything contained in any other ordinance, the following provisions shall be observed for promotion to the next higher class, where prescribed number of papers of a particular class are not passed by a candidate, and where prescribed number of chances to pass/improve an examination are exhausted :

- (a) Students of Post-Graduate courses including LL.B.-3 year, LL.M., and professional courses like BHMCT, MBA 5 Years, MBA (Hons.), LL.B.5 Year, etc. who are deficient in clearing 50% papers of their previous class(s) may be allowed to join the next higher class with an additional fee of Rs.500/- per deficient paper payable to the University.
- (b) Students of B. Physiotherapy, who fail to clear their re-appear papers of 1st, 2nd or 3rd year in the supplementary examinations, may be allowed to appear in their re-appear papers simultaneously along with annual examinations of 2nd, 3rd, or 4th year respectively with an additional fee of Rs.5000/- payable to the University. However, one may be promoted to 3rd/4th year of the course only if one has cleared the re-appear papers of 1st/2nd Year, as the case may be, in the aforesaid additional chance.

*Amended vide Executive Council Resolution No.22 of 17.6.2006.

- (c) After one has availed of two chances to clear the re-appear paper(s) of a particular semester of the B.Tech. Engg. course, for every chance to be availed of subsequently during the entire duration of 8 years of the course, an additional fee of Rs.500/- will be charged in addition to usual fee/late fee.

Students of 7th and 8th semesters may be allowed to re-appear both in the odd and the even semester examinations simultaneously in December/January and May/June within the maximum duration of the course on payment of an additional fee of Rs.2000/- in addition to usual fee/late fee.

- (d) Candidates who may have failed to avail of the permissible chance(s) for improvement of division in Under-Graduate examinations, may be allowed an additional chance immediately after the last admissible chance with an additional fee of Rs.500/-.

Similarly, for the Post-Graduate examinations, an additional chance for improvement may be allowed on payment of an additional fee of Rs.2000/-.

- (e) Candidates who may have availed of (or exhausted) all the permissible chances (period) to pass the compartment/re-appear paper(s) of all the UG/PG and other professional courses, other than Medical and Engg. programmes, may be given additional chance(s) immediately after the last permissible chance in the consecutive examinations on payment of the following additional fee in addition to the usual fees/late fees :

- i) For 1st additional chance : Rs.1000/-
- ii) For 2nd additional chance : Rs.1500/-

♦In the case of candidates of Medical and Engineering programmes, who may have availed of (or exhausted) all the permissible chances to clear “re-appear” paper(s)/subject(s), may be given one additional chance immediately after the last permissible chance, on payment of a special fee of Rs.5000/-, in addition to the usual fees/late fees.

♦Added vide Executive Council Resolution No.3(11) of 22.8.2007.

- (f) In the case of B.A./B.Sc./B.Com. and such other Examinations, where provision of compartment exists, a candidate may be given provisional admission in the next higher class on the basis of his/her having been allowed the first additional chance. However, such provisional admission will stand cancelled if one fails to pass the lower examination in the first additional chance.
- (g) If a candidate misses any chance, the same will be treated to have been availed of.

5.2 A candidate against whom there is a charge of unfair means and who, in the course of the enquiry, misses one or more chances of appearing in an examination may be given by the Vice-Chancellor, additional chance(s) if he is exonerated of the charge.

Provided that the condition of maximum period prescribed for passing an examination shall not apply in such cases.

6. A candidate who has been placed in compartment shall have the option to appear in all the subjects. Having exercised the option, the candidate shall not be allowed to change it.

7. Unless otherwise provided, a person who —

- (a) has already passed an examination of this University or any other University shall not be permitted to re-appear in that examination or a corresponding examination;
- (b) is a candidate for an examination in full subjects of this University cannot simultaneously read for, or appear at, another examination of this University or of another University/Board, in the same academic year (if otherwise stated in the Ordinance).

The bar shall not apply to a candidate appearing in another examination of the University for passing or for improvement of division/result or for additional subject; provided that he does not take the examination in more than two subjects/papers simultaneously with the full subjects of his main examination.

- ♦(c) is eligible to take admission as per conditions laid down in the concerned Ordinance, can pursue two

♦ Amended vide Executive Council Resolution number 3(14) of 31.10.2013.

programmes simultaneously through Distance or combination of distance and regular modes, from the same or different Universities/Institutions duly approved by the UGC/AICTE/Central Government/State Governments, in various combinations, viz.:

- (1) One Degree and one Diploma/ Postgraduate Diploma/Certificate.
- (2) One Postgraduate Diploma and one Diploma/Certificate;
- (3) One Diploma and one Certificate;
- (4) Two Postgraduate Diplomas;
- (5) Two Diplomas; and
- (6) Two Certificates.

8. Notwithstanding anything contained in any other Ordinance, the Academic Council shall, for reasons to be recorded, have power to admit a person provisionally to the next higher class pending his qualifying in the paper or papers, which he may have missed through no fault of his. The Academic Council shall record reasons for granting such a permission in each case.

9. A candidate whose result of an examination is declared late by the University/Board of School Education, Haryana, Bhiwani, for no fault of his, if otherwise eligible, may be allowed to seek admission in the affiliated/maintained colleges or University Teaching Departments within 15 working days from the despatch of his result card, without late fee, subject to availability of seat and on merit. However, no such admission shall be allowed after 31st October of the year. His attendance shall be counted from the date of admission. However, a candidate whose result of the examination taken by him is notified as 'Later' may also be allowed to join the next higher class provisionally. In case he is ultimately declared as having failed, his provisional admission shall stand cancelled and he shall forthwith revert to the lower class. Fee paid by him for the higher class shall be adjusted against the lower class dues. No refund shall be admissible to the student who discontinues his studies.

10. Notwithstanding anything contained in any other Ordinance, the Academic Council in the case of –

- (a) a foreign scholar who is not of Indian domicile; or
- (b) a person who is not an Indian National; or

- (c) a person of Indian origin studying in a foreign country, shall have power to –
- (i) admit him to any class of a College affiliated to this University for which he is considered fit by the Academic Council;
 - (ii) permit him to take a University Examination after studying in an affiliated college for a shorter period than prescribed by the Ordinances for the examination concerned;
 - (iii) grant permission to offer a special paper in English in lieu of language paper in B.A. General/B.Sc./B.Com. Examinations.

11. Notwithstanding anything contained in any other Ordinance, the Academic Council, in order to avoid hardship to a candidate, shall have power to relax the requirements of Ordinances for any examination regarding change of subjects or other similar requirement where the mistake is primarily of the Head of the Institution or on the part of the University Office.

Provided that these powers shall not include relaxation of the minimum qualifications laid down for admission to the examination.

12. A candidate appearing for any examination may apply for permission to make a change in the Admission Form in respect of :

- (a) subject or subjects, or
- (b) any other entry, provided that –
 - (i) the request is permissible under the Ordinances;
 - (ii) the application accompanied by a fee as prescribed, is received in the University Office one month before the commencement of the Annual Examination or 15 days before the commencement of Supplementary Examination. A regular student of a College/University Teaching Department must submit the application through his Principal/Chairperson of the Department with a certificate to the effect that he has attended the requisite percentage of lectures in the changed subject(s).

However, the Vice-Chancellor may, in hard and genuine cases allow, acceptance of an application under this clause after the expiry of

the period mentioned above on payment of late fee as prescribed by the University.

13. A prisoner serving a term of imprisonment may be allowed to appear in an examination if –

- (i) a certificate of good conduct is given by the Superintendent of the Jail concerned; and
- (ii) he is eligible under the Ordinances for the examination concerned and also under the Ordinance for Private Candidates.

Provided that if such examination is arranged in the Jail, the expenditure involved shall be paid to the University by the Jail authorities.

14. In case of late submission of Dissertation/Project Work/Term Paper/Training Report/Field Trip Report etc. beyond the prescribed date as laid down in concerned Ordinances of these classes in M.Phil./M.B.A./M.T.M./M.C.A./M.A./M.Sc./M.Ed./all PG Diploma and B.A./B.Sc./B.Com. Examinations, the same may be accepted on payment of the following penalty :-

1. Within normal period	No Penalty
2. After expiry of normal period i.e. upto 120 days	Rs.250/-
3. After expiry of normal period upto six months.	Rs.500/-
4. After expiry of normal period upto one year.	Rs.1000/-

No further extension will be granted and the result will be declared treating the candidate as Absent, provided that the Vice-Chancellor may allow further extension with further penalty as he may deem fit in a hard and deserving case to his satisfaction. A candidate, who submits his/her dissertation/Project Report etc. during the extended period with penalty as above, will not be entitled to the University Medal.

Provided that if a candidate fails to submit the dissertation even during the extended period, he will be considered to have absented in the dissertation paper and his result shall be declared accordingly.

B—Examination Fees

15. (a) The Vice-Chancellor may, when he considers it appropriate in any exceptional case :—
- (i) extend the date for submission of the examination Admission forms and fees by a College/University Department, keeping in view the circumstances; and
 - (ii) accept the Examination Admission form and fee after the expiry of the last date with late fee as prescribed by the University from time to time.
- (b) The Controller of Examinations may, when he considers it appropriate in any exceptional case, sanction the remission of late fee of Rs.150/-.
- (c) If the result of any particular candidate(s) is declared late or is revised due to re-evaluation/re-checking of answer-book(s) within less than 25 days before the last date fixed for the submission of Admission forms without late fee, the candidate may submit the examination admission form alongwith fee by the following dates :—
- | | |
|---|---|
| (i) Without late fee | Within 25 days of the declaration of result. |
| (ii) With late fee of Rs.150/- | Within 10 days of the date mentioned in (i) above. |
| (iii) With usual late fee as prescribed for the relevant period | After the expiry of the date mentioned in (ii) above. |
- (d) The Vice-Chancellor may condone the late fee in case a Department or a College has failed to deposit the Examination fees in full, within the prescribed period/last date, through a clerical mistake, viz., totalling of the amount payable, rate of Examination fees payable, etc.

16. For purpose of calculating late fee, the date of remittance of money by the candidate from the Post-Office/Bank shall be taken as the date of receipt thereof by the University.

17.1 A candidate who –

- (i) fails to present himself for an examination;

OR

- (ii) has appeared in an examination provisionally and is subsequently declared ineligible by the Controller of Examinations or an Officer authorised by him, according to the Ordinances, shall not be entitled to refund of the fee or to have it kept in deposit for a subsequent examination, provided that –

- (a) if a candidate dies before the commencement of examination or during the course of examination without having appeared in any paper, the fee shall be refundable to his legal heirs;
- (b) if a candidate becomes ineligible to appear in an examination after sending up his Admission form and fee, he shall forfeit to the University 25% of his Admission fee (excluding Late fee, Registration fee, Science fee, Music fee etc., which will be refunded in full) and for this purpose the fraction of a rupee shall be rounded off to a whole rupee, ignoring less than 50 paise;
- (c) an application for refund of the examination fee must reach the Controller of Examinations within three months of the date of commencement of the examination.

17.2 A candidate shall not be entitled to refund of examination fee paid by him –

- (i) if permission accorded to him to take an examination is subsequently cancelled, as a result of mis-statement of facts or suppression of important fact or want of relevant information in his examination Admission form;
- (ii) if he tried to obtain admission to an examination by making a false statement of facts in his Admission form.

17-A. The children of serving Military Personnel up to the rank of an N.C.O. shall be exempted from the payment of examination fee.

17-B. Examination fee will be refunded to a University employee on passing a University Examination.

An application for refund of examination fee must reach the Controller of Examinations within three months of the date of declaration of result of the employee.

C—Withdrawal of Admission Forms and Refund of Fees

18. An Admission Form once submitted may be withdrawn by the Chairperson of a Department/Principal of a College only under the following conditions :

- (i) When a candidate has been sent up provisionally, for shortage of attendance and that shortage has not been made up nor condoned in accordance with the Ordinances. (Admission form of a candidate who has completed the required percentage of lectures etc., or in whose case the shortage has been condoned in accordance with the Ordinances, cannot be withdrawn).
- (ii) When a candidate, after sending up his Admission forms falls short of the required percentage of lectures as specified in (i) above.
- (iii) When a candidate's name has been struck off the rolls of the institution for non-payment of College dues provided such action has taken before the commencement of the examination.
- (iv) When a candidate has been rusticated or expelled or his character certificate has been withdrawn for misconduct before the commencement of the examination.

19. Refund of Examination fees shall be allowed only if :

- (i) The Chairperson of the Department/Principal of a College intimates to the University Office at least a week before the commencement of the examination withdrawing the admission form of the candidate sent up provisionally for shortage in attendance.
- (ii) The Chairperson of the Department/Principal of the College intimates to the University Office at least a week before the commencement of the examination that a candidate subsequent to the submission of his Admission form has fallen short of lectures and is, therefore, ineligible to take the examination.

- (iii) A candidate for B.A./B.Sc./B.Com. Examination is reported to be ineligible to take the examination, having not obtained the percentage of marks in the House Examinations as required under the Ordinances, provided that the Principal of the College sends intimation to this effect to the Controller of Examinations so as to reach him a week before the commencement of the examination, and provided further that the Admission form of such a candidate had been sent up provisionally.
- (iv) A candidate for an examination is reported to be ineligible having not fulfilled the requirement of Internal Assessment wherever provided for, if intimation to this effect is sent by the Chairperson of the University Teaching Department/Principal of the College to the Controller of Examinations so as to reach him at least a week before the commencement of the examination concerned.

20. Refund shall not be allowed –

- (i) when a candidate's name is withdrawn for a non-payment of College dues;

OR

- (ii) when a candidate's name is withdrawn on account of his rustication or expulsion from the Department/College or withdrawal of character certificate for misconduct.

D—Cancellation of Candidature

21. When the candidature of a candidate is to be cancelled before his appearance in the examination on grounds of his being ineligible, the Assistant Registrar (Exams.) concerned is authorised to pass orders.

22. The Controller of Examinations shall have authority to cancel the candidature of a candidate for any University Examination on grounds of his ineligibility after he had actually appeared in it and to file his result.

E—Publication of Result

23.1 The Controller of Examinations shall publish the result of the various examinations in such a manner as may be directed by the Academic Council.

However, if on scrutiny of the pass percentages it appears that there has been a distinct change of standard in the examination as a whole or in a particular subject, the matter shall be submitted to the Vice-Chancellor who may refer the matter to the Examiners concerned for report or may take such action as he may consider necessary.

23.2 Simultaneously with their publication, the result of the regular students shall be communicated to the Heads of the Institutions concerned.

23.3 Within a week of the publication of results or soon thereafter, result cards of the regular students, showing the marks obtained, shall be communicated to the Heads of the Institutions concerned.

F—Rectification of Results

24. The Vice-Chancellor shall have power to quash the result of a candidate after it has been declared, if :—

- (i) he is disqualified for using unfair means in the examination; or
- (ii) a mistake is found in his result; or
- (iii) he is found ineligible to appear in the examination; or
- (iv) he is a person against whom action under Clause 4.1 would have been taken, had the facts come to the notice to the University earlier.

25.1 A candidate shall be entitled to have his answer-books re-checked on payment of a fee as prescribed by the University per answer-books, to the following :

- * (i) Application for re-checking is received by the University within 30 days of the date of dispatch of DMC by the University office as indicated on the back of the DMC. Provided that the re-checking of answer-book shall not be allowed on any account whatsoever after one year of the examination.
- (ii) Re-checking will be done only to see if the marks awarded to various answers have been correctly added and if all the answers have been assessed by the Examiner.

*Amended vide Executive Council Resolution No. 3(3) of 11.10.2008, w.e.f. April/May 2007 Examinations.

25.2 If any mistake is discovered as a result of re-checking of answer-book, the Controller of Examinations shall have power to rectify the result. In such a case the re-checking fee paid shall be refundable.

*25.3 In a case where re-checking of answer-book(s) is not permissible or the application has been rejected being time-barred or being inadmissible, 50% of the amount paid will be refunded provided the application for refund is received in the Office within three months of the date of issue of rejection letter.

*25.4 A candidate will be permitted to see his/her re-checked answer-book(s) for identification only, if his/her application alongwith the prescribed fee per answer book reaches the University within 15 days of the date of communication of the re-checked result to him/her.

G—Additional Examinations

26. Notwithstanding anything contained in any other Ordinance/Regulation, the Academic Council shall have power, in the case of all examinations held by the University, to hold an additional examination in the same year for special reasons to be recorded.

Provided that in no case shall a re-examination be held if the students walk out of the examination Hall.

H— Place of Sueing

27. All legal disputes relating to examinations/admission of students will be subject to Kurukshetra Courts or Courts having jurisdiction in Kurukshetra.

* Amended vide Executive Council Resolution No.3(6) of 22.8.2007.

*Added vide Executive Council Resolution No.3(3) of 11.10.2008 w.e.f. April/May, 2007 Examinations.

II-CONDUCT OF EXAMINATIONS**(A) General Provisions**

1. Subject to the Ordinances framed and directions issued by the Academic Council, the Controller of Examinations shall be responsible for all arrangements connected with the conduct of examinations and all matters connected therewith.

2. (a) Every Institution/University Teaching Department shall, for supervision of the University Examinations, recommend the names of such number of teachers as are required by the Controller of Examinations. In making these recommendations, the guidelines, if any, issued by the Controller of Examinations shall be kept in view.
- (b) If a teacher, who is assigned an examination duty, fails to perform the same, he shall be treated as absent from his Institution for the period in question besides rendering himself liable to such other disciplinary action as the Vice-Chancellor may deem fit to take.
3. (a) The Superintendent of each Centre shall be appointed by the Controller of Examinations.
- (b) The Convener flying Squad may be appointed by the Controller of Examinations. The person appointed as convener flying squad should not be below the rank of University Reader/Principal of an affiliated College or lecturer of a University Teaching Department with not less than 10 years experience or lecturer of a University affiliated college with equal experience. The Convener will be paid honorarium in addition to T.A./D.A. as per University rules.
- ♦(c) The Flying Squads may be formed for inspection of Centres. The Controller of Examinations will appoint members of Flying Squads who should not be below the rank of a Lecturer of the University/recognized colleges and having at least three years teaching experience. The Conveners/Observers/ Members of Flying Squads will be paid remuneration in addition to TA/DA, as decided by the University from time to time.

♦Amended vide Executive Council Resolution No.3(2) of 14.2.2011.

Note :- The payment of honorarium is subject to the conditions regarding U.G.C's pay scales.

- (d) The Principal of a College, where Centre(s) is/are created, may be made overall incharge for the smooth conduct of Examinations and that he be designated as Superintendent-in-Chief at his College Centre(s) for the duration of examinations. An honorarium of Rs.2200/- per centre subject to maximum of Rs.4000/- will be paid. The duties of the Superintendent-in-Chief shall be as in Appendix to this Ordinance.

Note :- During vacation an honorarium of Rs.800/- (full session) per centre will be paid.

Provided that in case of inability of a Principal to function as Superintendent-in-Chief, or whose ward (son, daughter, brother or sister or any other near relative) is taking the examination at that Centre, the Controller of Examinations may appoint the next available senior member of the College staff as the Superintendent-in-Chief.

- (e) Where there are more than one Centre in a College these would be merged into smaller number of Centres (depending upon the number of examinees for subjects other than compulsory papers etc.). The Principals would arrange their day-to-day functioning and co-ordination as a result of merger as per directions that might be issued by the Controller of Examinations from time to time.
- (f) The Assistant Superintendent appointed to check outside interference at a Centre will be deputed by the Superintendent of the Centre of Examination from amongst the Supervisors appointed at the Centre.

In addition, the Superintendent-in-Chief may also appoint one Assistant Superintendent out of the teachers of his College to maintain law and order and to check outside interference.

The Superintendent-in-Chief will ensure that Supervisory Staff is given due protection at the hands of the bad elements at the Examination Centres at his College and the Staff coming from out-station is helped in getting

suitable accommodation during the course of examinations.

4. The Controller of Examinations shall have authority to appoint one or more Assistant Superintendents, and other staff required at each Centre for the conduct of examinations.

5.1 The candidate whose answer-book is lost after having been received by the Centre Superintendent of the Examination and who, but for this answer-book, would have either passed in the examination or is likely to be placed under compartment shall, unless he opts for re-examination on a date to be fixed by the Registrar/Controller of Examinations, be deemed to have obtained in that paper marks equal to the marks obtained by him in the other Theory paper of the same subject and if there was no other Theory paper in that subject or if there were more than two Theory papers in that subject, marks equal to the average of the marks obtained by him in the other Theory paper(s). No re-examination fee shall be charged from a candidate who opts for re-examination under this Clause.

5.2 If there is a dispute as to whether a candidate's answer-book was duly received or not, the finding of the Controller of Examinations, subject to confirmation by the Vice-Chancellor shall be final.

6. If a candidate falls ill seriously and as result thereof is hospitalised during the days of examination, special arrangements for his examination may be made in the hospital if he –

- (i) produces proper evidence to the satisfaction of the Controller of Examinations in support of the serious illness, duly certified by the Head of a recognised Hospital; and
- (ii) arrangements to the satisfaction of the Controller of Examinations can be made for holding the examination in the hospital.

*Provided that for special arrangements the candidate shall pay an additional fee of Rs.500/- per paper.

(B) Directions to Candidates for Examinations

1. The Examination Hall shall be opened each day at least fifteen minutes before the time specified for the distribution of the question-

*Amended vide Executive Council Resolution No.41 of 22.8.2007.

paper and all candidates must be in the Hall by the time specified. No candidate who is late by more than one hour shall be admitted to the Examination Hall.

When a candidate leaves the Hall, he shall, before doing so, hand over his answer-book to the Assistant Superintendent concerned, and he shall, on no account, be re-admitted. No extension of time shall be granted to a candidate on ground of late arrival.

Even candidate shall show, on demand, his Roll Number for admission to the Examination Hall.

2. No candidate shall be permitted to leave the Hall until the expiry of half the time after the distribution of the question-paper. A candidate leaving examination centre after the expiry half the time will not be allowed to take the question-paper with him. The question-paper will be allowed to be taken outside the Examination Hall only after the expiry of full time.

3. A seat, with his Roll Number shall be allotted to each candidate. Candidates shall find out and occupy their allotted seats.

4. No Candidate, without the special permission of the Superintendent, shall leave his seat or the Examination Hall until he finishes his paper.

5. Each candidate shall write on the outside of his answer-book, his Roll Number before he starts answering the question-paper. When the time allowed has expired, the answer-book shall be delivered up even though the candidate may not have answered any part of the question-paper.

6. All candidates are required to bring their own pens. No candidate shall tear a leaf of an answer-book. Ink and blotting paper will be supplied.

7. Candidates are forbidden to write answers (or any thing else) on the question-papers or on the blotting papers, or to remove any paper from the Examination Hall except the question-paper.

8. Candidates are forbidden to write their names in any part of their answer-books or to write their Roll Numbers anywhere except in the space specified for the purpose.

9. Candidates shall sign their names on the attendance sheet when directed to do so by the Superintendent.

10. The candidates both at the Under-Graduate and Post-graduate level are allowed to use non-programmable calculator during their examinations.

**(C) Duties of Superintendents and Assistant
Superintendents of Examinations**

1. The Superintendent shall see that the doors of the Examination Hall open fifteen minutes before the time specified for the distribution of the question-paper.

2. The Superintendent shall be supplied by the Controller of Examinations, before the commencement of the Examination, with a list showing the names of candidates and the optional subjects taken up by them and a statement showing the number of candidates appearing in each subject.

3. The Superintendent shall not admit any candidate whose name is not shown in the list or allow any candidate to take an optional subject other than that shown against his name.

Provided that, in doubtful cases, the Superintendent may allow a candidate to take the paper provisionally at the candidate's own risk and responsibility and immediately refer the matter to the Controller of Examinations. The answer-book of such a candidate will be sent separately to the Controller of Examinations in a separate cover.

4. The question-paper, set for the examination, shall be despatched by the Controller of Examinations in a sealed cover, which shall be opened by the Superintendent in the presence of two members of the Supervisory Staff. The Superintendent and the Assistant Superintendent(s) shall certify that the sealed cover was in proper condition and that it was opened in the Examination Hall at the proper time. The certificate shall be forwarded to the Controller of Examinations on the same day.

Provided that if there is only one Assistant Superintendent on any particular day, the question-paper shall be opened in the presence of the Assistant Superintendent and the Principal of the College/Institution concerned or his nominee.

5. Before the commencement of the examination, the Superintendent shall see to the satisfactory arrangement of examination tables and seats. He shall take care to seat the candidates in such a way as to render all communication between them impossible.

6. The Roll Number of each candidate shall be marked on each seat so that the candidate may readily find out his place.

7. Blank answer-books shall be supplied by the University. No continuation sheet is to be given under any circumstances.

8. The Superintendent shall remain in the Examination Hall during the time allotted for each paper and shall immediately draw the attention of the Controller of Examinations to any misprint, mistranslation or ambiguity in the Question-paper which may come to his notice.

9. As soon as the time allotted has expired, the Superintendent shall collect the answer-books, have them arranged in serial order, pack them securely and despatch the same to the University immediately thereafter.

10. Superintendents are expected to make arrangements as economically as possible consistent with efficiency in all matters involving expenditure of money.

11. Any attempt to use unfair means to pass the examination or any violation of the rules by candidates shall immediately be reported by the Superintendent to the Controller of Examinations.

12. If, in the opinion of the Superintendent, it is necessary to permit a candidate to leave the Examination Hall during the examination hours for brief period, he shall be accompanied by an escort. The Superintendent may fix time, if necessary, within which the candidate must return to his seat.

13. Ordinarily, one Assistant Superintendent shall be appointed for every 30 candidates but the Superintendent will have the option to appoint an additional Assistant Superintendent with the approval of the Controller of Examinations to meet any emergent requirement.

14. Assistant Superintendent shall report themselves to the Superintendent at 11.00 a.m. on the day preceding the examination at the Centre of Examination. On the days of examination they should reach the Centre, when on duty, half an hour before the commencement of the examination, on each day.

15. Assistant Superintendent shall remain in the Examination Hall during the time allotted for each paper and shall not leave the Hall without the permission of the Superintendent.

16. In case an Assistant Superintendent is unable to present on account of unavoidable circumstances, he shall give at least 24 hours' notice to the Superintendent.

17. Assistant Superintendents are required to help the Superintendent in the distribution of question-papers, answer-books etc., to the candidates and in collecting the answer-books from the candidates at the close of the examination and perform such other duties as may be assigned to them by the Superintendent and also contained in the Book of Instructions for Supervisory Staff.

18. The Assistant Superintendents shall help the Superintendent in preparing a list of the candidates present at the examination and in verifying their identity by comparing their signatures with those on the Admission Tickets.

19. During the course of examination, the Assistant Superintendents are expected to move about the place of their duty and not to engage themselves in study or conversation.

20. If any candidate is found to resort to unfair means at the examination or to create disturbance or act in any manner so as to cause inconvenience to the other candidates, the Assistant Superintendent shall, at once, report the matter to the Superintendent.

(D) Appointment of Superintendents and Assistant Superintendents

1. The following persons shall be eligible for appointment as Superintendent –

(i) *Examinations other than O.T. and M.I.L. :*

Teacher of recognised Colleges or Teaching Depts. of the University, who have already worked as Assistant Superintendents.

(ii) *O.T. and M.I.L. Examinations :*

(a) Teachers of recognised Colleges or Teaching Depts. of the University.

(b) Headmasters and Principals of recognised High and Higher Secondary Schools.

The Superintendent at the various Centres will ordinarily be appointed from a college other than the College of the examinees, but in case of emergency or genuine difficulty, the Controller of Examinations

may, at his discretion, make the appointment locally or from the same institution depending on the circumstances.

2. The following persons shall be eligible for appointment as Assistant Superintendent –

(i) *Examinations other than O.T. and M.I.L. :*

Teachers, Librarians, Lecturer in Physical Education and Demonstrators of recognised Colleges or of the University Departments.

(ii) *O.T. and M.I.L. Examinations :*

Teachers of recognised Colleges of the University and of recognised High and Higher Secondary Schools.

(iii) In case of emergency when persons mentioned at (i) and (ii) above are not available, the Research Scholars, Research Fellows, Research Assistants, Ministerial Staff of recognised Colleges/University Teaching Departments or of the University and Teachers of recognised Schools may be appointed as Assistant Superintendents.

Note : – The following persons shall not be eligible for appointment as Superintendents and Assistant Superintendents :

- (a) Disqualified persons or superannuated persons.
- (b) Persons who have written or published any help-book or guide or cheap notes.
- (c) Persons who are related in any way to the candidates appearing at the Centre.

For examination other than O.T. and M.I.L., the Assistant Superintendents may be appointed 40% from the Colleges where the examination is held and 60% from other College(s), for normal centres. For notorious centres, the ratio could be 30% or even less from the College where the examination is held and 70% or more from other colleges, provided further that the member of the Supervisory Staff shall be appointed only from the colleges. No person shall be appointed as a member of the Supervisory Staff from outside the cadre of the Teaching staff.

If any person appointed as Superintendent or as a member of the Supervisory Staff does not turn up for duty or keeps himself absent

wilfully without showing proper and good cause or neglects the duty assigned to him, he shall be debarred from any University work in future.

3. The strength of Assistant Superintendent for a Centre shall be regulated as follows :

- (a) One Assistant Superintendent for every 30 candidates or a part thereof seated in a room.

Provided further that one Assistant Superintendent 12 for every 40 Candidates in a room where seating capacity of 40 students is available.

- (b) Where separate rooms are used, each room will have at least one Assistant Superintendent.
- (c) One additional Assistant Superintendent for keeping off outside interference and for other general assistance or when the number of candidates is above 30.

The seats should be so arranged in each room that minimum number of Assistant Superintendents are on duty.

The number of candidates seated in each room should be in multiples of 30 as far as practicable.

- (d) The number of Assistant Superintendents for the first day of the examination will be according to the number of candidates given in the Centre Statement, but on subsequent days the strength will be governed by the number of candidates who actually appear in the first paper of the subject and not by the number shown in the Centre Statement. The strength will be increased or decreased daily according to the actual number of candidates taking the examination in the first paper of a subject.
- (e) On days when there are two sessions the Assistant Superintendents engaged for the evening should be from amongst those deputed for the morning session. Only those Assistant Superintendent should be appointed on single-session days who cannot be accommodated on the double-session days owing to decrease in the number of candidates.
- (f) When the number of Assistant Superintendents required is greater than that given in the list supplied by the

office, on account of additional rooms, casual Assistant Superintendents may be appointed and sanction of the Controller of Examinations on form S.F. 8 & 9 obtained immediately. This sanction must be attached to the contingent bill to avoid unnecessary delay in payment.

The appointment of a casual Assistant Superintendent shall be only for the session in which the necessity arises. In no case should the casual Assistant Superintendent be included in the regular number of Assistant Superintendents allotted to the Centre for distribution of turners.

- (g) For Medical Practical Examinations the number of Supervisory Staff will be determined on the recommendations of the Principals concerned.
- (h) There shall be one clerk at each Centre. An additional clerk will be allowed when two or more different examinations are being held simultaneously and the number of candidates exceeds 240.

The following examinations will be treated as one examination for the purpose of this rule :

- (1) 3-Year Degree Course.
- (2) O.T. and M.I.L.
- (i) The Assistant Superintendents are directly under orders of the Controller of Examinations in matter of appointment and removal.

Sanction for removal of an Assistant Superintendent must be obtained from the Controller of Examinations telegraphically if time is short.

A Centre Superintendent may, if situation demands immediate action, remove an Assistant Superintendent with the approval of Superintendent-in-Chief in anticipation of the approval of the Controller of Examinations to whom a full report giving the details of the necessity for such removal must be sent through the Superintendent-in-Chief latest by the day following such removal.

- (j) In case an Inspector finds that supervision at a Centre is defective, he may appoint/replace an Assistant

Superintendent and report the matter to the Controller of Examinations giving the following information.

Name and address of the Assistant Superintendent, date of examination, number of candidates (room-wise), specific reasons which necessitated the appointment and number of days/sessions for which sanction is given by the Inspector (mere ground of efficient supervision will not be considered enough).

- (k) The Superintendent shall see that the allotment of turns to the Assistant Superintendents etc., leaves no room for a legitimate grievance. The Assistant Superintendents should, so far as possible, be allotted different places of duty every day. A duty chart of supervisory and the service staff engaged at the Centre has been provided in the Superintendent's file – Form No. S.F. 22. This form should be completed on the first day of the examination and should be available for inspection by the Inspector of Centres.
- (l) The rows of candidates to be allotted to various Assistant Superintendents should be kept a secret and communicated to the persons concerned only a short while before the commencement of the examination.
- (m) In case the Superintendent has been asked to arrange for an Assistant Superintendent locally, he should appoint someone not related to the candidates in any way and communicate the name to the University for approval and record.
- (n) One Deputy Superintendent shall be appointed for every Centre to assist the Superintendent. The Deputy Superintendent will be an additional hand over and above the ratio of 1:30. On a day when the number of candidates does not exceed 30, the Deputy Superintendent shall perform the duties of the Assistant Superintendent also. An additional Deputy Superintendent may also be appointed at the discretion of the Controller of Examinations in case the situation at a particular Centre so warrants.
- (o) All the members of the Supervisory Staff will be paid T.A./D.A. as per University Rules when posted out of station.

4. The following is the scale of honorarium admissible to the Supervisory and Service Staff at Examination Centres :-

(A) For Theory Examinations

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|---|---|--|
| <ol style="list-style-type: none"> 1. Centre Superintendent 2. Deputy Superintendent 3. Asstt. Superintendent 4. Centre Clerk 5. Daftri/Waterman/Sweeper 6. Chowkidar | } | <p>The scale of honorarium shall be the same such on notified by the University from time to time.</p> |
|---|---|--|

Only one Chowkidar shall lookafter all the Centres in an institution.

- Note:-** (i) Teachers of affiliated colleges and supporting staff of the University and its affiliated colleges are to be paid remuneration at double the rates for performing examination duties during vacations/holidays/sundays.
- (ii) One Waterman/Waterwoman will be appointed for every 100 candidates or part thereof. However, when the number of candidates does not exceed 40, the Daftri shall perform the duties of the Waterman/Waterwoman in addition to his own duties. No separate Waterwoman is required for woman candidates. However, if Waterman/Waterwoman/Watermen/Waterwomen appointed according to the above norms is/are unable to cope with the demand of the candidates for water, in the Summer Season, Centre Superintendent in consultation with the Superintendent-in-Chief, may appoint one or two additional Waterman/Waterwoman/Watermen/Waterwomen and sanction for the additional waterman/waterwoman/watermen/waterwomen be obtained from the Controller of Examinations giving full justifications. The arrangement for drinking water should be made within the Examination Hall and as far as possible urinals should be very close to the Examination Centre.

(B) For Practical Examinations

Supervisors appointed for Practical examinations shall also be called Asstt. Superintendent and are paid at the same rate as for Theory Examinations.

5. Conveyance charges and charges for the despatch of answer-books in any Examination Centre shall be paid by Rickshaw/Tonga to the Centre Superintendent, as under. For this purpose a Certificate from the Centre Superintendent shall be accepted.

(i) Conveyance Charges for Superintendents :

One trip both way	:	If there is only one session in a day, and
Two trips	:	If there are two sessions in a day.

(ii) Charges for Despatch of Answer-books :

The actual payee's receipts should be duly verified by the Centre Superintendent and countersigned by the Superintendent-in-Chief.

(E) Creation of Examination Centres

1. The examinations shall ordinarily be held at such Centres as may be created within Haryana and, if considered necessary for any special reasons, outside including abroad with the permission of the Vice-Chancellor.

2. Application for creation of a Centre of Examination will be considered only if the minimum number of candidates likely to appear at the proposed Centre is as stated below :

(a) Men's Centre for all examinations except Professional Examinations	...100
(b) Women's Centre for all examinations except Professional Examinations	...50
(c) A Centre for each Professional Examination, except B.Ed. will be created irrespective of number of candidates. In the case of B.Ed. Examination, however, the	

- minimum number of candidates for creation of a Centre shall be : ... 75
- (d) Combined Centre for men and women. If more than one examination is held at a Centre, the requirement of minimum number of candidates under these rules shall not be necessary. ...75
- (e) For Supplementary Examinations the minimum number of candidate for retaining a Centre will be on any one day } 70 for men and 30 for women
- (f) For the Supplementary O.T. and M.I.L. Examinations the minimum number of candidates for Creation of a Combined Centre (for men and women candidates) shall be : ...50
- (g) The minimum number of candidates for creation of a Centre for M.A. Parts-I and II combined shall be : ...75

3. Creation of a Centre shall further be subject to the following conditions :-

- (a) Satisfactory and adequate arrangements are available.
- (b) It shall be obligatory on the part of recognised institutions where Centres are created, to provide suitable accommodation and adequate furniture free of charge and to undertake full responsibility for the prevention of the use of unfair means at the Centre. The management of the institution concerned shall take disciplinary action against a number of the staff where it is proved that unfair means were used with his help or connivance, and report the same to the Controller of Examinations. In the case of Government Institution, the Commissioner Higher Education, Haryana, would take necessary action.

- (c) If any Institution fails to prevent copying or outside interference in the Centre of examination, the Vice-Chancellor may either abolish the Centre of Examination or impose a penalty of Rs.1500/- or more and allow the continuation of the Centre. In the latter case all the Supervisory Staff for this Centre shall preferably be appointed from outstation or from another Institution.

4.1 For O.T. and M.I.L. Examinations, the application for creation of a Centre should be submitted through an Institution which is prepared to place suitable accommodation and adequate furniture at the disposal of the University for the efficient conduct of the examinations and to undertake full responsibility for the prevention of Unfair Means at the Centre. The application should reach the University Office three months before the date fixed for the commencement of the examination.

4.2 For examinations other than O.T. and M.I.L., the application for creation of a Centre which should be submitted by the College concerned direct to the University to reach three months before the date fixed for the commencement of the examination.

*5.1 The following fee shall be paid to the University for creation of a new Centre which shall be refunded if the Centre is not created by the University.

FOR TRADITIONAL COURSES

1. Rs.20,000/- for first year alongwith the application and building plan.
2. Rs.10,000/- per year for next three years.

FOR PROFESSIONAL COURSES

1. Rs.30,000/- for first year alongwith the application and building plan.
2. Rs.15,000/- per year for next three years.

5.2 If the number of candidates at a Centre already sanctioned has fallen below the prescribed minimum, the Centre will be discontinued. In order to determine, the number for retaining a Centre, the average of the last three years will be taken into consideration.

*Amended vide Executive Council Resolution No.41 of 22.8.2007.

6. The following shall be the minimum number of candidates for creation of a Practical Examination Centre :-

B.A./B.Sc. ... 15

7. Ordinarily, no new Centre will be created for less than the minimum limit prescribed in Clause 2 even on payment. The Vice-Chancellor may, however, allow a Special Centre for men or women or a Combined Centre for men and women, below the prescribed limit, on payment of an additional fee of Rs.100/- per candidate short of the minimum prescribed in Clause 2.

The fee in each case will be paid by the Institution concerned and not by individual candidates. The Vice-Chancellor may also allow, for special reasons, a Practical Examination Centre with or without extra payment in addition to the special fee for Theory papers Examination Centre.

The additional fee for creation of special practical examination centre will be Rs.100/- per candidate per subject, where the number of student is short of the minimum prescribed as in Clause-6.

(F) Change of Examination Centres

1. Ordinarily, a candidate shall have to take the examination at a Centre fixed by the University. If, however, a candidate wishes to take examination at some other Centre, he shall make an application on the prescribed form accompanied by the prescribed fee.

2.1 Application for Change of Centre shall be submitted through the Head of the Institution concerned in the case of a College candidate; and through the person countersigning the admission form or any other person competent to countersign the Admission form in the case of a Private Candidate.

2.2 A candidate may be permitted to change the Examination Centre under the following circumstances :

- (i) If he or his father or legal guardian is transferred and the fact of transfer is certified by the Head of the Office or Department in which he or his father or legal guardian is employed.
- (ii) If the change of Centre is necessitated by reasons of his ill health and the fact of illness is supported by a Certificate from a Govt. Doctor of Gazetted Rank or the University Medical Officer.

- (iii) The Controller of Examinations may, in order to avoid hardship, permit change of Centre in an exceptional case.

2.3 The application must be accompanied by two copies of the candidate's photograph bearing candidate's signature in full duly attested on the back by the Officer mentioned in Clause 2.1.

2.4 Application and fee for change of Centre shall be entertained up to one month before the date of commencement of the examination concerned except that in the case of Government servants such applications may be entertained up to 15 days before the date of commencement of examination.

3.1 The fee for a change of Centre from one station to another for the whole examination shall be the same as prescribed by the Examination Branch from time to time.

3.2 The fee is not refundable unless the change has been rejected by the University. The application for refund shall be entertained only if received within three months from the date of issue of the letter rejecting the application.

(G) Special Arrangements for Amanuensis

(Writer of Answers)

1. A candidate may be allowed help of an amanuensis (writer) if –

- (i) he is blind;

OR

- (ii) he is permanently disabled from writing with his own hand;

OR

- (iii) he is temporarily disabled from writing, such as fracture of the right or left arm, fore-arm or dislocation of a shoulder, elbow or wrist, etc. The candidate shall produce a certificate from a Professor of the specialist concerned of a Medical College, and where there is no Medical College, from the Civil Surgeon of the District concerned, to the effect that the candidate is unable to write his answers because of the temporary disablement.

2.1 On the written request from the blind candidate(s) through the Chairperson of the teaching Department/Principal of the College/Director of Distance Education, the Superintendent-in-Chief or Controller of Examinations are authorised to appoint amanuensis in accordance with prescribed qualifications of the writer. Intimation with full particulars on the prescribed proforma will be sent to the University by Superintendent-in-Chief in the last packet. In case of the other handicapped persons amanuensis will be appointed with the approval of the Vice-Chancellor.

*2.2 In case of blind.

OR

Permanently disabled candidate incapable of writing answers and is also spastic and having slurred and less speech problem, an extra time of one hour will be allowed.

3. The amanuensis shall be of two grade lower in education than the candidate, but he must not have secured more than 55% marks in the Examination. The requirement of having obtained not more than 55% marks in the last examination may be relaxed if the qualification of the writer is more than two grade lower than that of the examinee.

Provided further that in case of Blind candidate amanuensis shall be of one grade lower in education than the candidate but he must have not secured more than 50% marks in the examination.

4. The Superintendent shall arrange for a suitable room for the disabled candidate and put on duty there one Additional Assistant Superintendent for him out of the list supplied by the University Office.

♥5. Candidates, other than blind and permanently handicapped (due to natural causes), who may ask for a writer owing to not being able to write themselves, due to any temporary disability, shall pay in advance to the University an additional fee @Rs.220/- per paper out of which Rs.60/- per paper on usual working days and Rs.120/- on holidays will be paid to the writer by the University and also remuneration payable to the Additional Assistant Superintendent at the prescribed rate.

* Amended vide Executive Council Resolution No.2(6) of 24.6.2004, w.e.f. the Examination April/May, 2004.

♥ Amended vide Executive Council Resolution No.23(7) of 11.11.2006.

6. The dues of the writer and the Assistant Superintendent will be included in the bill of the Supervisory Staff by the Superintendent of the Centre concerned.

[Appendix to Clause 3(d) of “(A) General Provisions”]

**DUTIES OF THE PRINCIPAL IN HIS CAPACITY
AS SUPERINTENDENT-IN- CHIEF DURING
THE UNIVERSITY EXAMINATIONS**

1. The Superintendent-in-Chief shall receive the parcels containing question-papers pertaining to the Centre(s) in his college and keep them in his safe custody till these are delivered to the Superintendent on the relevant days of the examination. The envelopes shall be kept in a steel almirah, the keys of which will remain only with the Superintendent-in-Chief. The almirah will be kept in a safe room. The room will have a double lock. Both the keys of one lock will remain with the Superintendent-in-Chief and of the other lock with the Superintendent. As soon as the Superintendent arrives, the Superintendent-in-Chief will show him all the question-paper envelopes pertaining to the Centre and the Superintendent will compare the question-paper envelopes with the Centre Statements as provided in Rule 2 of the Book of Instructions for Superintendents and the Supervisory Staff.

Thereafter, the Superintendent will arrange the question-paper envelopes datewise, separately for morning and evening session and keep them in the almirah and handover the keys to the Superintendent-in-Chief. On each date of examination, the Centre Superintendent will obtain the question-paper envelopes from the Superintendent-in-Chief, meant for morning session in the morning and for evening session in the evening half an hour before the Commencement of Examinations, sign the requisite Certificate on the question-paper packet and get it countersigned by the Superintendent-in-Chief, in token of the seals being intact at the time of receipt of the packet(s) as also delivery and opening of the correct packets of question-papers at the examination centre.

2. He will be responsible for smooth functioning of the Centre from day-to-day and maintenance of proper discipline at the Centre.

3. He will ensure that a day before the commencement of the examination satisfactory arrangement of seats according to confidential list is made in such a manner as to render all communication between the candidates impossible.

4. He will go round the College to inspect the Centers.

5. He will send a weekly report about the functioning of the Centres.

6. He will have the stock of answer-books checked and initial the stock entries in the stock register in token of their correctness.

7. He will also see that issue of answer-books to the Centres in his College is regulated.

8. He may replace any member of the staff if his/her conduct during the examination is found unsatisfactory and report the matter to the Controller of Examinations. He will also make arrangement if any member of the Supervisory Staff does not turn up.

9. He may seek the help of the District Authorities (Deputy Commissioner, Superintendent of Police, as the case may be) in case there is any apprehension of breach of peace.

10. In case the Principal of the College has to leave the station on urgent work, he shall appoint the senior member of his staff as Superintendent-in-Chief during his absence and send an intimation to this effect to the Controller of Examinations.

11. The Supervisor for outside duty will be deputed by the Superintendent of the Centre of Examination from amongst the Supervisors appointed at the Centre.

12. He will see that the examination at the Centre is conducted smoothly. He will not interfere in the day-to-day functioning of the Superintendent who will be directly responsible to the Controller of Examinations.

13. All unfair means cases will be sent by the Superintendent direct to the University Office and not through the Superintendent-in-Chief.

14. He will co-ordinate the working of the Centre(s) in his/her College and effect merger of Centres into one or two, as necessary; keeping in view the capacity of the building and the number of the students and issue instructions to the Superintendents in this regard. He will ensure that –

- (a) Separate absentee memos. in regard to each Centre originally allotted to the candidates throughout the examination even if the candidates are transferred from one Centre to another on amalgamation, are used and original Centre number of Candidate(s) is indicated;
- (b) Similarly separate Signature Charts in respect of each Centre originally allotted to the candidates are used throughout the examination even if the candidates are shifted from one Centre to another on amalgamation.

For this purpose, the Superintendent of the original Centre is required to pass on to the Superintendent of the day the Signature Sheets to the Centre(s) at which the candidates are seated;

- (c) If the maximum number of candidates on a day in a session is 250 and the same total of the candidates in a session falls below 250, the Superintendent-in-Chief will merge the Centre into one or two as deemed fit provided that no Centre shall be broken or merged if the number of candidates in a Centre in a day is 50 or above;
- (d) While effecting the merger as in (c) above the Superintendent-in-Chief shall see that as far as possible equal number of duties are allotted to Superintendent, Deputy Superintendents, Assistant Superintendents, Clerks and other staff;
- (e) Separate subject-wise memos. of answer-books pertaining to each Centre and prepared by the Centre Superintendent of the Amalgamated Centre. The memos., so prepared are to be placed outside the respective sub-packets of answer-books for each Centre;
- (f) Where by merger of the Centres the number of candidates is above 200 and separate memos. are to be used, the Superintendent-in-Chief may appoint an additional Clerk;
- (g) All sub-packets pertaining to each Centre are placed in the main bundle to be sent to the Assistant Register (Secrecy).

15. In case of inability of the Principal to function as Superintendent-in-Chief or whose ward (son, daughter, brother or sister or any other near relative) is taking the examination at that Centre, the next available senior member of the College Staff will act as Superintendent-in-Chief. The name of teacher may be intimated to the Controller of Examinations immediately for necessary action by the Office.

16. It will be the responsibility of the Superintendent-in-Chief to provide the required service staff. However, while appointing such staff the integrity and honesty of the staff should be kept in view.

III-PUNISHMENT FOR USE OF UNFAIR MEANS

1. Everyday, before the Examination begins, the Superintendent or the Deputy Superintendent shall call upon all the candidates to deliver to him all papers, books, or notes which they may have in their possession. He shall also warn the candidates that if any of them fails to do so or adopts any other Unfair Means as mentioned in Clause 3, he shall be liable to penalty. Where a late comer is admitted, this warning shall be repeated to him at the gate.

2. The Superintendent-in-Charge of the Examination, shall forward to the Controller of Examinations, everyday, a declaration signed by him to the effect that the warning as required in Clause 1 above was administered.

3. Without prejudice to the general meaning of the term “Unfair Means” it will include the following :-

- (a) Having in his/her possession or accessible to him/her during the examination hours in the examination centre :-
 - (i) any books, paper or notes printed or written on any kind of material, body, clothing etc. and relating to the subject of the examination in progress;
 - (ii) a mobile phone or any other instrument which may facilitate leakage of the question paper;
 - (iii) a programming calculator/palm computer or any other device which may be used in attempting any question(s).
- (b) Writing during the examination hours on any paper other than the answer-book, any portion of the question-paper or answers or notes relating to any question;
- (c) Talking to another candidate or to any other person other than the members of the Supervisory Staff in or outside the Examination Hall during the Examination hours;
- (d) Consulting notes/books outside the Examination Hall during the Examination hours;
- (e) Receiving help from another candidate with or without his consent or giving help to him or receiving help from a person who is not a candidate for the Examination of that day during the Examination hours;

- (f) Disclosing his identity deliberately or making any distinctive mark in his answer-book for that purpose or making an appeal to the Examiner through the answer-book or using abusive or obscene language in the answer-book;
- (g) If he is a candidate for an Examination for Science or some other subject, presenting to the Examiner a Practical or class work note-book which does not belong to him;
- (h) Communicating or attempting to communicate, directly or through a relative, guardian or friend with an Examiner or with the Registrar, Controller of Examinations or any other official with the object of influencing him in the award of marks or making any interpolations thereto;
- (i) Swallowing/destroying any note, paper etc., found with him;
- (j) Making deliberate Previous arrangements to cheat in the examination, including –
 - (i) Substitution, wholly or partly of an answer-book/ continuation sheet by another answer-book/ continuation sheet, during or after the Examination hours.
 - (ii) Insertion in the answer-book of any sheet(s) written outside the Examination Hall.
 - (iii) Any kind of attempt to communicate with somebody who is inside or outside the Examination Hall with a view to obtain assistance of any kind.
 - (iv) Impersonation.
 - (v) Obtaining admission to the Examination on a false representation.
 - (vi) Forging another person's signature.
 - (vii) Failing to deliver his answer-book to the persons Incharge before leaving the Examination Hall.
- (k) Refusing to obey the Superintendent or any other member of the Supervisory Staff, Flying Squad or creating disturbance of any kind during the Examination or otherwise misbehaving in or around the Examination

Hall or threatening or assaulting any official connected with the Examination any time before, during or after the Examination.

4. If a candidate is found to be or suspected to be guilty of Using Unfair Means in the Examination, the Superintendent of the Examination shall take away his answer-book and permit him, if he so desires, to answer the remaining part of the question-paper on a new answer-book which shall be supplied to him. The candidate may also appear in the rest of the Examination in subsequent papers at his own risk and subject to the decision in his case for Use of Unfair Means. The Superintendent shall also obtain an explanation of the candidate in writing then and there.

5. The Superintendent of the Examination shall report to the Controller of Examinations without delay, and on day of occurrence if possible, each case where Use of Unfair Means in the Examination had been detected. When adoption of any Unfair Means is detected and the candidate is caught red-handed the Superintendent will give a hearing to the Candidate and record his statement. He may allow the candidate to question the detector and the questions and answer will also be recorded. If the candidate refuses to make any statement, this fact will be recorded by the Superintendent.

In case the candidate refuses to part with his answer-book, no new book should be given to him and he should be asked to leave the Examination Hall. If he accepts a new book, he will be allowed extra time to cover the time spent in the inquiry.

6. The Academic Council shall appoint annually one or more Standing Committee(s) to deal with all cases of Unfair Means in connection with the Examinations. In case more than one Standing Committees are appointed, the distribution of work will be done by the Vice-Chancellor.

The Committee shall consider the report of the detector and the explanation, if any submitted by the candidate as well as the answers given by the detector to questions put by the candidate, if any, and pass necessary orders. The Committee may hear the candidate if so desired by him, and if necessary, call any person on the staff of the University or any Institution recognised/maintained by it for evidence or clarification regarding the Unfair Means case.

If any person of the staff of the University of an Institution recognised/maintained by it, who is found to be guilty of connivance at

the use of Unfair Means at an examination, by omission or commission, or, when called by the Unfair Means Cases Committee, fails to appear before it his case will be reported to the Vice-Chancellor for such action as considered necessary.

6-A. If the Unfair Means adopted by a candidate come to the notice of the University after the Examination, his case will be decided by the Unfair Means Committee on such evidence as may be available after giving the candidate reasonable opportunity to defend himself.

*7. A candidate found guilty of use of Unfair Means shall be awarded punishment as under :-

<i>Offences</i>	<i>Punishment</i>
3(a). If the paper, note, etc. has not been made use of	Disqualified from- (i) passing in the concerned paper/subject and from appearing in this examination before the next Semester/ Annual examination; and/or
3(b), (c), (d), (f), (g)	(ii) appearing at any other examination till after the next Semester/Annual examination.
3(a). If the paper, note, etc. has been made use of 3(e), (h), (i), (j), (iii), (vi), (vii)	Disqualified from passing in the concerned examination in full and from appearing in the next one or more Semester/Annual examinations.
3(j), (i), (ii), (iv), (v), (k)	Disqualified from passing in the concerned examination in full and from appearing in the next two or more Semester/ Annual examinations.

The disqualification under this Ordinance will be treated as a failure in the examination and consequences of failure will follow. If a candidate is also disqualified from appearing at the next one or more examinations, he shall not be admitted to any course of study, or allowed

* Amended vide Executive Council Resolution No. 6(5) of 28.3.2012.

to appear at any examination of this University, during the period of such disqualification.

If a candidate is found guilty of Use of Unfair Means after his result has been declared, the same will be cancelled besides the candidate being awarded the punishment, which would have been awarded to him had the fact of Use of Unfair Means come to notice before the declaration of his result.

8. When the Committee is unanimous, its decision shall be final. If the Committee is not unanimous, the matter shall be referred to the Vice-Chancellor whose decision shall be final.

9. The Vice-Chancellor on an application by the candidate or *suo moto* may send back a case to the Unfair Means Committee for reconsideration, if in his opinion such a step is called for in the circumstances of the case.

- (a) Any candidate having dissatisfied with the decision of the Unfair Means Cases' Committee can submit an appeal for reconsideration of the case by the Vice-Chancellor within 30 days of the despatch of the decision of the Unfair Means Cases' Committee together with a fee of Rs.250/-.

10. If the Vice-Chancellor is satisfied, after enquiry that the integrity of University Examination has been violated, at an Examination Centre as a consequence of wholesale Unfair Means the Vice-Chancellor may order re-examination besides taking action under regulations relating to Unfair Means.

11. Notwithstanding anything contained in this Ordinance the Vice-Chancellor will have the authority to take up himself any Unfair Means Case and decide the same. For this purpose the Vice-Chancellor can withdraw a case at any stage from the Unfair Means Committee to be dealt with by himself.

12. In this Ordinance the word 'Year' means the 'Academic Year.'

IV—PAPER-SETTING AND EVALUATION
A—General Provisions

1. Each Board of Studies shall recommend, in terms of Statute 28, persons for appointment as Paper-Setters & Examiners for various University Examinations, by the following dates :—

- (i) in the case of Paper-Setters : by the 31st August of the year preceding the year of Examinations; and
- (ii) in the case of Examiners : by the 15th November of the year preceding the year of Examination.

Provided that the Vice-Chancellor may extend the date in special circumstances.

2. In these provisions –

- (i) An External Examiner shall be one who is not teaching in a teaching department of the Kurukshetra University or in a College affiliated to or maintained by the Kurukshetra University. He shall ordinarily be a teacher in the subject in another University.
- (ii) An Internal Examiner shall be one who is teaching or has taught within the preceding two years, candidates for the particular examination and the subjects for which he is appointed. In the M.A. examination, the Internal Examiner shall be one who has taught the subject for the examination but not necessarily in the same paper.
- (iii) A Neutral Examiner shall be one who is not teaching, and has not taught, for one year previously, the subject for the particular examination for which he is appointed.

3. The Board of studies for a subject shall recommend for each of the examination, alternate names for appointment as Paper-Setters and a list of requisite number of Examiners with at least 20% additional names.

4. Notwithstanding anything contained in any other Ordinance for the time being in force, the Vice-Chancellor in consultation with the Chairperson of the Board of Studies concerned, shall have the power to remove permanently or for a specified period any Paper-Setter/Examiner in any Faculty for any examination, if his work was found unsatisfactory as to standard of marking or who was found to have committed

irregularities or caused inordinate delay in the submission of Awards/Question-paper etc., or there was some doubt with regard to his integrity or was otherwise unable to perform the work or to conform to directions of the University.

5. Where the appointment of any Paper-Setter/Examiner is cancelled under Clause 4 above or any Paper-Setter/Examiner is incapable of acting as such or does not accept the appointment or, in an emergency, to meet a particular situation, the Vice-Chancellor is empowered to appoint a substitute he deems suitable.

6. Paper-Setters and Examiners shall be appointed on year to year basis, but no such person will ordinarily continue to act as such for a period of more than four years continuously in the same paper and shall not be eligible for re-appointment unless there is a gap of at least one year.

An Examiner shall be considered to have worked for full one year irrespective of the fact whether his appointment was only for the Annual or the Supplementary Examination.

7. No person shall be appointed as Paper-Setter —

- (i) if he has written or revised a help-book or Guide relating to that paper for use of candidates for the examination concerned;

Note :- In Science subjects particular course means Theory Paper and/or Practicals.

- (ii) if he does not possess teaching experience in the subject for —
 - (1) 10 years, or
 - (2) 5 years, in the case of a University Professor/Reader.

Provided that —

- (a) this condition may be relaxed in the case of a subject like Home Science, French, Craft, Music, Art, Military Science, Business Administration etc. in which qualified teachers are not easily available.
- (b) in the examination in Law, Physical Education and Library & Information Science teaching experience required of a Paper-Setter shall be 5 years but in the

case of eminent persons in the professions this may not be insisted upon.

- (c) in Commerce examinations, the condition of 10 year's teaching experience shall not apply to Chartered Accountants and eminent Professional people.
- (iii) If any of his/her relations is appearing in the examination. For this purpose "relation" shall mean –
 - “Wife, husband, son, daughter, sister, wife's brother and wife's sister, brother's son and daughter, sister's son and daughter, first cousin, husband's sister, brother, nephew, niece, grandson and grand-daughter.”
- (iv) If he —
 - (a) is convicted of any offence which, in the opinion of the Vice-Chancellor; involves moral turpitude;
 - (b) is declared insane.

If a person has already been appointed and incurs any of the above disqualifications, his appointment shall be cancelled.

8.1 No person shall be appointed as Examiner if he does not have five years teaching experience.

8.2 In appointing examiners, the following principles shall be followed :

- (i) Persons knowing Hindi shall be given preference for examinations for which Hindi is permitted as a medium of examination.
- (ii) Teachers working in other Universities shall not be appointed as examiners for the T.D.C. examinations.
- (iii) He should have at least five years teaching experience.

9.1 No person shall be appointed to set more than two question-papers for examinations during a year—the Annual and the Supplementary Examinations for the same paper being considered as one.

This shall not include—

- (a) setting of question-papers for a Practical Examination;

(b) examining of a Thesis/Dissertation;

OR

(c) Professional examinations.

9.2 A person shall be appointed Paper-Setter/Examiner only for one main examination during a year. For this purpose, the examination, including practicals, for which the total remuneration comes to Rs.250/- or less shall not be considered as main examination.

10. Unless specified otherwise :

- (a) each paper in Theory shall be set by a single Paper-Setter;
- (b) the Paper-Setter shall also act as Examiner of the answer-books. Provided that, where the number of answer-books to be evaluated by the Paper-Setter-cum-Examiner exceeds 300 (T.D.C. Part I, II and III Examinations), Additional Examiner(s) shall be appointed. The number of answer-books shall be distributed more or less equally between the Paper-Setter-cum-Examiner and the Additional Examiners.

11. Where a Dissertation paper is examined by two Examiners, and the Examiners fail to agree and the difference is not more than 10% of the maximum marks, the average of the two shall be taken as final award. If the unresolved difference between the External and the Internal Examiners is more than 10% of the maximum marks, appointment of a Third Examiner shall be made by the Vice-Chancellor, ordinarily on the recommendation of the Chairperson of the Department concerned, whose award shall be treated as final.

12. The Controller of Examinations shall issue instructions to the Paper-Setters/Examiners with regard to due provision for secrecy and any other matter incidental thereto.

13. The Paper-Setters shall send the question-papers to the Controller of Examinations in sealed covers before a date to be notified on their appointment letters.

The appointment of a Paper-Setter shall be deemed to be cancelled, if he fails to send the question-paper by the date fixed in this behalf provided that the Controller of Examinations may, for sufficient cause, extend the period.

14. Examiners shall send in the Result statements in accordance with the instructions issued in this behalf by the date prescribed for the purpose, failing which they shall render themselves liable to a reduction of their remuneration at the rate of Rs.5/- for every day's delay. The Vice-Chancellor may, however, for sufficient reason, condone such delay to the extent he deems fit.

Provided that deductions in case of mistakes committed by Examiners shall be made as under :

- (i) Rs.2/- per mistake, subject to a maximum of Rs.20/-.
- (ii) Rs.2/- per page in case of making wrong centurial series in the award lists, subject to maximum of Rs.10/-.

The Controller of Examinations shall report each year to the Vice-Chancellor all cases of late transmission of results by Examiners.

(a) **Evaluation of Answer-books:-**

1. The Chairman of the Board of Studies concerned will be requested to get Moderation Committees recommended for each subject for Undergraduate Classes, through the Board of Studies.
2. Moderation Committee for each subject will do sample checking of answer-books received from each examiner, before decoding to ensure that there was no erratic marking. The Committee will have the power to reduce the difference in scales of marking of individual examiners wherever necessary.
3. Each Moderation Committee shall consist of the following members :-
 - (i) Chairman or a Senior Professor from the Department concerned.
 - (ii) One Senior Teacher from the Department concerned.
 - (iii) One member from the concerned Board of Studies from Colleges.
 - (iv) Paper-Setter concerned.
 - (v) One Senior Examiner from the Examiners in the paper concerned.

Note :- A minimum of 3 members will form the quorum.

Upto 5% sample checking of answer-books will be done by the Moderation Committee.

4. Apart from payment of TA/DA to outstation members and local mileage to Internal members as per University rules, each member of the Moderation Committee will be paid a remuneration @ Rs.4/- per answer-book or a minimum of Rs.50/-, whichever is more.

15. Moderation of Question-Papers

The question-paper set by the Paper-Setters for various University examinations, shall, unless otherwise decided by the Vice-Chancellor or where these are set by two Paper-Setters, be moderated by the Chairperson of the Department concerned. Provided that the Vice-Chancellor may, on the recommendation of the Chairperson of the Department concerned nominate specialization expert(s) either from within the University or from outside the University to assist the Chairperson of the Department in the moderation of the question-paper(s). The Moderator(s) whether Internal or External shall be paid remuneration @ Rs.25/- per papers. The Moderator from outside the University shall, in addition to remuneration be paid T.A./D.A. etc.

Note :- The Moderator will see that the question-paper conforms to the syllabus and guidelines. If in a question-paper, it is found by the Moderator that some questions need to be substituted by other questions as a whole, the question-paper shall be sent to the Paper-Setter with the remarks of the Moderator. In case of difference of opinion between the Paper-Setter and the Moderator or if there is not enough time for the question-paper to be referred back to the Paper-Setter, the matter shall be referred to the Vice-Chancellor whose decision shall be final.

16.1 Complaints Against Question-Papers

Complaints against question-papers shall be entertained only if they are made by and/or through the Head of a recognised College/ Chairperson, University Department and received by the Controller of Examinations by name under Registered cover or in person, within seven days of the examination in that paper. No complaint will be entertained thereafter.

16.2 In the case of T.D.C. (General and Honours), B.Ed., O.T. and M.I.L Examinations, a Committee of the Board of Studies concerned consisting of five persons (including the Controller of Examinations) and

duly approved by the Vice-Chancellor shall, within a week of the receipt of the complaint, or as soon as possible, consider and determine, in consultation with the Paper-Setters, if necessary, complaints received under Clause 16.1.

The decisions of the Committee shall be subject to the approval of the Vice-Chancellor.

Three members of the Committee will form quorum.

16.3 In the case of other examinations, the complaints will be considered by a Committee consisting of the following members :

1. Chairperson of the Board of Studies concerned.
2. Senior-most teacher of the Department teaching the subject/paper.
3. Two members of the Board of Studies including one belonging to one of the recognised Colleges, if instruction in the subject is being imparted in the College(s).
4. Controller of Examinations.

Three members of the Committee will form quorum.

The decisions of this Committee shall be subject to the approval of the Vice-Chancellor.

16.4 The Committee constituted under Clause 16.2 or 16.3 shall not, of its own, consider any complaint against a question-paper unless the requirement of Clause 16.1 is complied with.

17. Award of Grace Marks

Unless specified otherwise in any other Ordinance, Grace Marks may be given to candidates for various examinations, to the extent and in the manner given below.

17.1 A candidate who fails in one or more paper(s)/subject(s) (Written, Practical, Sessionals/Internal Assessment or Viva-Voce) and/or in the Aggregate shall be given Grace Marks up to 1% of the aggregate marks (excluding the marks for Internal Assessment/Sessional(s) of the Paper(s)/Subject(s) in which he has actually appeared in that examination, if by the addition of these marks he can pass the examination or be placed in compartment or earn exemption. However, if such a candidate, after ascertaining from the D.M.C./University that he has been given Grace Marks, represents, against the Grace Marks

awarded to him the same shall be withdrawn and his result revised. The option once exercised shall be final. The request of the candidate for withdrawal of Grace Marks must reach the Controller of Examinations within one month of the despatch of the Detailed-Marks-Cards/Certificates by the University, after which no request will be entertained.

The Grace Marks shall be first added to the paper(s)/subject(s); the remaining Grace marks, to the extent still necessary, shall then be added to the aggregate and the same number of marks shall be added to a subject in which the candidate has secured the lowest percentage of marks.

17.2 While awarding Grace Marks fraction, if any, be rounded up to one.

17.3 For Engineering Examinations, Written papers and Practicals/Viva-Voce will be considered as two separate Parts for the award of Grace marks and Grace marks shall not be allowed for passing in the sessionals.

17.4 A candidate who appears or re-appears in the following examinations in one or more Paper(s)/ Practical(s) etc. shall be given grace marks, as under, for the award of higher division/result, as the case may be :-

Grace Marks

Master's Degree in Faculties other than the Faculties of law, Engg. and Technology.	Up to 1% of the total marks of the Previous and Final Examinations provided that with these marks he improves his division from III to II or II to I, or the result either to 54.5 to 55% marks.
♦Bachelor of Education/ Diploma in Education.	Up to 1% of the total marks of Examination, provided that with these marks he/she improves his/her division from III to II or II to I.
B.A./B.Sc./B.Com./B.Sc. (Home Science)/B.Sc. Physical Education,	Up to 1% of the total marks of Parts I, II, III of B.A./B.Sc. (General)/B.Com./B.Sc. (Home

♦Amended vide Executive Council Resolution No.3(20) of 14.2.2011, w.e.f. the session 2009-10.

Health Education & Sports.	Science)/B.Sc. (Physical Education, Health Education & Sports) Examinations, provided that with these marks he improves his division from III to II or II to I.
Bachelor of Library & Information Science	Up to 1% of the total marks of Examinations provided that with these marks he improves his division from II to I.
Certificate/Diploma Course	Up to 1% of the total marks of Examination provided that with these marks he improves his division from III to II or II to I.
Oriental Titles in Sanskrit Language & Literature	Up to 1% of total marks of Part-I & II in the case of Prajna, Visharada and Acharya and of Part-I, II, III in the case of Shastri provided that with these marks he/she improves his/her division from III to II or II to I. <i>Note :-</i> This will also be applicable for Diplomas in Oriental Titles in Sanskrit Language & Literature (Old scheme) from the session 1991-92.
Certificate in Modern Indian Languages.	Up to 1% of the total marks of examination provided that with these marks he improves his division from III to II or II to I.

While awarding the Grace marks under this Clause the Grace marks, if any, availed for passing/improvement in the Paper(s)/ Practical(s) etc. on the basis of which the result is being compiled, shall be deducted.

Note :- (i) At present grace marks are not admissible in Ratna, Budhiman, Adib, Prabhakar, Giani and Adib Fazil Examinations. Proposal is to provide grace marks to these examinations also on the pattern of other examinations.

- (ii) The amended rules be applicable to all the Candidates taking any examination of the University whether professional or non-professional.

18. Re-Evaluation of Answer-Books

♥18.1(a) A candidate for examination in theory papers except in the subject of Environmental Studies for under graduate-classes, Project-Reports; Dissertations, Practical Answer-books; sessionals, internal assessments; assignments; Viva-Voce reports and where the answer-books of an examination are evaluated by double examiners and in the examinations in the Faculty of Medical Sciences excluding Bachelor of Pharmacy, M.Pharmacy, BDS etc; will be allowed to have the answer-books in theory paper re-evaluated.

For re-evaluation purpose the candidate shall have to apply on the prescribed form accompanied by the original Detailed-Marks-Card and the re-evaluation fee of Rs.300/- (Rs.500/- for Engineering BAMS; B.Pharmacy, M.Pharmacy and Rs.1000/- for BDS Exams.) per answer-book within 20 days of the date of publication of the result/gazette/notification or within 15 days of the date of dispatch of Detailed-Marks-Card by the University office as indicated on the Detailed-Marks-Card whichever is later.

Candidates can also submit their re-evaluation forms after the expiry of above mentioned time-limit upto next 15 days with late fee of Rs.300/-. Application received not more than three days after the last date will be considered only if the same has been posted on or before the last date prescribed above.

The re-evaluation of answer-book(s) shall not be allowed on any account whatsoever after one year of the examination. In case an application is rejected being time barred or being inadmissible, 50% of the amount paid will be refunded. In case the result/marks of the candidate is/are revised on re-checking before re-evaluation and the candidate is not interested in re-evaluation then full fee will be refunded. In case the answer-book(s) is lost or is damaged/destroyed due to any reasons and it is not possible to get it re-evaluated, the candidate shall have the option either for refund of full re-evaluation fee or to re-appear in the subsequent examination in the paper(s). No examination fee shall be charged from a candidate who opts for re-examination under this Clause.

♥Amended vide Executive Council Resolution No.5(28) of 22.05.2013 w.e.f.November/December, 2012 Exams.

* (b) All entries in the application for Re-evaluation should be complete and correct in all respects. The office will not be responsible for the delay/ rejection of a case; if the form is not complete in all respects or is not accompanied by full fee and the original Detailed-Marks-Cards/ Certificate. No change in the entries once made by the candidate shall be allowed after the receipt of the application by the University office. Ignorance of the title of any paper/option shall not be accepted as a plea for wrong entry in the application. In case a subject consist of more than one paper and the candidate has not indicated the paper; he/she wishes to be Re-evaluated or has paid a fee of Rs.300/- (Rs.500/- for faculties of Ayurvedic, Pharmaceutical Sciences, Engineering & Technology and Rs.1000/- for BDS Examinations) or more but less than the fee prescribed for all the paper(s) indicated by him/her; the paper(s) in which the candidate has secured lowest marks will be got Re-evaluated to the extent of multiplies of a fee of Rs.300/- (Rs.500/- for faculties of Ayurvedic, Pharmaceutical Sciences Engineering & Technology and Rs.1000/- for BDS Examinations).

(c) Late procurement of Application Form shall not be entertained as a plea for its late submission in any case.

18.2 Where the original evaluation of the paper was done by the examiner concerned on the basis of the Instructions issued by his/her paper-setter a copy of such instructions will be sent to the re-evaluator(s). While sending the answer-books for re-evaluation, the title covers of the same will be folded with fevicol/gum stapled and strips of black or brown papers will be pasted over the marks inside to conceal these so that the re-evaluator(s) may do independent marking on separate award lists question-wise.

♥18.3 Increase/decrease of marks due to re-evaluation of answer-book(s) will be taken into account to the extent that if the increase of marks due to re-evaluation of answer-books is up to 20% of the maximum marks of the paper or even if the decrease of marks due to re-evaluation of answer-books is upto 20% of the maximum marks of the paper, full marks may be taken into consideration subject to clause 18.4 of the rules. Provided that if the marks are increased due to re-evaluation

* Amended vide Executive Council Resolution 3(8) of 14.2.2011.

♥ Amended vide Executive Council Resolution No.4(8) of 8.5.2012 w.e.f. April, 2012

of answer-books by more than 20% of the maximum marks of the paper and also if the marks are decreased due to re-evaluation of answer-books by more than 20% of the maximum marks of the paper, the Answer-Book(s) will be sent to the second re-evaluator. Average of the two higher awards given by the Re-evaluators/Examiner will be taken into consideration but the candidate will be allowed minimum pass marks if any of the three Examiners (including the two Re-evaluators) awards minimum pass marks or more than pass marks. Fractional mark if any shall be rounded to next full mark.

♦(a) Re-evaluation of theory papers in all years of study of the BDS Course is permissible by the University on application and remittance of a prescribed fee. Such answer script shall be re-evaluated by not less than two duly qualified examiners and the average, obtained shall be awarded to the candidate and the result accordingly reconsidered.

*18.4 Decrease in marks due to re-evaluation will be taken into account. The result/marks of a candidate will be revised on the basis of re-evaluation score in terms of Clause 18.3 above only if the score increases/decreases by 3% or more of the maximum marks allotted to the concerned paper or if on re-evaluation the character of the result changes (character means 'Fails' to 'Compartment/re-appear or 'Fail' to 'Pass' or 'Compartment/Re-appear' to 'Pass' or change in division) or in the case of a candidate for Master's Degree Examination the aggregate comes to 54.5 or 55%. Provided that in case of failure in a subject, if the candidate still remains fail after re-evaluation, the increase/decrease in marks if any, will not be shown on the Detailed-Marks-Card/Result sheets since the result remains unaffected.

♥If, consequent upon re-evaluation of Answer-book(s), one or more candidates secure marks more than the marks of original candidate securing First position in the Merit List, they will also be eligible for award of Gold Medal. However, the Medal already awarded to the original candidate will not be withdrawn.

♦ Added vide Executive Council Resolution No.5(13) of 9.6.2010, w.e.f. July/August, 2009 Examinations.

*Amended vide Executive Council Resolution No.45(17) of 4.6.2001, w.e.f. the Examination of April/May 2001.

♥ Amended vide Executive Council Resolution No.3(5) of 14.2.2011

♦18.5 A candidate will be permitted to see his re-evaluated answer-book(s) for identification only, if his application alongwith a fee of Rs.100/- per answer-book reaches the University within 15 days of the date of communication of the re-evaluated result to him.

18.6 If as a result of re-evaluation a candidate passes the examination or is placed in compartment, he shall, if otherwise eligible, be allowed to join the next higher class within 15 working days from the dispatch of his result card of re-evaluation without late fee subject to the condition that no such admission shall be allowed after 31st October of the year in any case by any institution whatsoever the circumstances may be. His attendance shall be counted from the date of admission.

No extra chance will be allowed for clearing the Compartment/ Re-appear in lieu of any chance which a candidate might have missed before declaration of the result of re-evaluation.

A candidate shall be allowed to withdraw his application for re-evaluation for one or more paper(s) only if his award(s) from the re-evaluator has not been received for that paper(s) in the University office. No refund of fee shall be allowed in such a case.

18.7 The remuneration for re-evaluation of answer-books for the Under-graduate/Post-graduate examinations shall be the same as prescribed by the university from time to time.

18.8 The Re-evaluation result as declared by the University will be binding. If a candidate who has failed or earns compartment/re-appear in paper(s) and has applied for re-evaluation but his result of re-evaluation is not declared before the next examination and he appears in next examination in the paper(s) in which he had failed, the better of the two scores—‘Re-appear score’ of ‘Re-evaluation score’ would be taken into account. Result of such candidates for the next examination will remain withheld till the result of re-evaluation is declared or three months after the receipt of application for re-evaluation whichever is earlier. However, if a candidate has appeared in a subsequent examination in anticipation of the declaration of his re-evaluation result and has withdrawn his application before the receipt of award(s) in the University Office from the re-evaluator(s), no refund of fee shall be allowed.

18.9 The candidates shall plan their future programme of taking examination in accordance with their original result already

♦Amended vide Executive Council Resolution No.3(8) of 14.2.2011.

communicated by the Examination Branch till it is actually superseded by the re-evaluation result. The University does not undertake the responsibility of any consequences arising out of the delay in completion of the process of re-evaluation and declaration of result. The University shall also not be liable to pay any compensation/damages, etc. if the re-evaluation result of any candidate is delayed or some mistake/discrepancy is found in the original evaluation/re-evaluation of answer-book(s).

B–Special Provisions

(I) T.D.C. Parts I, II & III EXAMINATIONS

Theory papers

1. Paper-setters for Under-Graduate Examinations will be appointed from within the Jurisdiction of Kurukshetra University. However, in exceptional cases where sufficient number of qualified teachers are not available from within the jurisdiction of Kurukshetra University, Paper-setters may be appointed from outside the jurisdiction of Kurukshetra University.

2. (a) No one shall be appointed as an Examiner unless he is a teacher approved by the University with qualifications and teaching experience in the University Teaching Departments/Affiliated Colleges as below :
- (i) a Master's Degree in the subject concerned with at least 5 year's teaching experience.

OR

- (ii) a B.Sc. Honours School Degree in the Subject concerned with at least 5 year's teaching experience.

- (b) A University Research Scholar/Fellow/Assistant shall be eligible for appointment as Examiner if –

- (i) he has taught for at least 5 year's in an affiliated College prior to his joining as a Research Scholar/Fellow/Assistant;

OR

- (ii) he is given teaching work during his tenure of Research Scholarship and has completed 5 year's teaching.

3. (a) Demonstrators shall not be eligible for appointment in Theory papers.
- (b) Save in exceptional cases, for reasons to be recorded, teachers in Colleges affiliated to other Universities shall not ordinarily be appointed.
4. (a) The requirement of 5 year's teaching experience may be relaxed in the case of a person who possess high academic qualifications such as a Doctorate or a Degree from a Foreign University.
- (b) In a subject in which persons with requisite teaching experience are not available, the requirement of the minimum period of teaching experience may not be insisted upon.
- (c) In a subject in which there is dearth of qualified examiners, the requirement of one year gap may be waived off; while waiving this requirement, a teacher with longer teaching experience shall be preferred.
- (d) A teacher working in a Professional College shall be considered for appointment as Examiner only when the list of teachers working in Arts/Science Colleges is exhausted.
- (e) A teacher in Govt. Institute of Education/Science Education/ English shall be eligible.
5. For purposes of appointment of examiners, the office shall supply the following information to the Boards of Studies :
 - (a) Approximate number of examiners, required in each subject.
 - (b) Names of persons who have acted as Examiners during the preceding year, indicating also those who have acted as such continuously for four years.
6. No Examiner shall be allotted more than 400 answer-books for B.A./B.Sc./B.Com. Examinations.
7. In the case of all Under-Graduate examinations the detailed instructions shall be drawn up by the paper-setter at the time of setting question-paper and sent to the University alongwith the question-paper. However, where the paper-setter is the sole examiner no such instructions will be framed and sent to the University.

Practical Examinations

8. The Office shall prepare every year lists of teachers in each science subject. For this purpose, the Principals of Colleges and Chairpersons of University Teaching Departments shall be requested to furnish the necessary information in the First week of August. The lists shall contain the following information :

- (i) designation and grade; and
- (ii) teaching experience separately for B.A./B.Sc. Parts-I, II and III.

9. On receipt of the information specified in Clause 8 above the Office shall prepare lists according to the designation of the teachers.

10. The lists prepared by the Office shall be supplied to the Boards of Studies concerned for recommending the appointment of Examiners.

11. (a) The Board concerned shall recommend, in the first instance, a person for only one examinership, either in Theory or Practical. However, if the required number of qualified examiners are not available, an examiner in Theory may be appointed for a Practical Examination also.

* (b) A person, approved as a teacher by University, who has taught the subject in an affiliated College/University Department for at least 3 years, shall be eligible for appointment as an Examiner. The teacher appointed on contract basis with a minimum of 3 years' experience may also be appointed as examiner.

(c) For B.A./B.Sc. Part-I, Research Scholar/Fellows/ Assistants with at least three years' teaching experience, in an affiliated College/University Department may be appointed if qualified teachers are not available.

A Demonstrator who has completed 5 years' service in an affiliated College/University Department may be appointed for B.Sc. Part-I Examination.

*Amended vide Executive Council Resolution No.22(4) of 29.3.2007, w.e.f. the Session 2006-07.

- (d) For B.A./B.Sc. Part-II and III Examinations, teachers with a minimum of five years' teaching experience to degree classes in an affiliated College/University Department shall be appointed. Exceptions will be made only if teacher with five year's teaching experience are not available.
- (e) If after appointing all the eligible persons available on the list, some vacancies remain to be filled, appointments against those vacancies will be made on the basis of status and seniority of other teachers.

*12. For Certificate/Diploma courses in Indian/Foreign Languages examinations, each Practical Examinations shall be conducted only by an External Examiner. The Practical Examinations of Undergraduate classes may be conducted by two Examiners consisting of one External and one Internal Examiner. The teachers appointed on contract basis with a minimum of three years' experience may also be appointed as Examiner. For such examinations where there is only one examiner, Invigilator may also be appointed. The papers for the Practical Examinations shall be set on the spot by the External Examiners in accordance with the guidelines issued by Board of Studies concerned.

In case the External Examiner does not turn up, the Internal Examiner may set the question paper and conduct the Practical Examinations to avoid postponement of the Practical Examinations and inconvenience to the students.

13. If some Examiners recommended by a Board do not get a chance in the Annual Examinations, they shall be given first priority in the Supplementary Examinations.

(II) M.A., M.Sc., M.Com. M.Ed. M.B.A.

LAW, B.Lib. & Inf. Sc., AND

Acharya EXAMINATIONS

1. For theory papers, at least 50% of the Paper-Setters/Examiners, in an examination, shall be External. Provided in case it is considered desirable, the condition can be relaxed and the new Paper-setters/Examiners appointed with the approval of the Vice-Chancellor/Pro-Vice-Chancellor.

*Amended vide Executive Council Resolution No.6 of 25.3.2010, w.e.f. the Session 2009-10.

Note :- Sometimes 50% Paper-setters/examiners are not available from outside, then it becomes necessary to appoint the same from inside.

2. Each of the papers for Practical Examinations shall be set and the answer-books examined, on-the-spot, by two Examiners, one of whom shall be External and the other Internal.

3. The Chairperson of the Board of Studies should keep lists of suitable persons from different Universities/Colleges, out of whom Paper-Setters/Examiners could be selected for appointment.

(III) BACHELOR OF EDUCATION EXAMINATION

1. For theory papers, at least 50% of the Paper-Setters/Examiners in B.Ed. Examination, shall be External.

For examinations in Arts and Craft, Yoga and Practical portions of Methods of Teaching papers in Arts, Music and Home Science, there will be one External Examiner.

2. In the subject of Practice of Teaching, one lesson of a candidate shall be examined by one set of Examiners and second lesson by another set of Examiners. Each set shall consist of two Examiners. Both the Examiners should be External and as far as possible one of them should be a teacher from another College of Education affiliated to this University and the other one a Principal of High/Higher Secondary School where the students of another College of Education affiliated with this University practised. In addition, there will be a Co-ordinating Examiner from amongst the Principals of the College of Education affiliated to this University/Professor(s) of Education Department of the University.

A Co-ordinating Examiner shall not act as such when he ceases to be the Principal of an affiliated College of Education/Professor of Education.

3. The duties of the Co-ordinating Examiner shall be as follows :-

- (i) To maintain uniformity of standard of awards in the Practice of Teaching Examination among the Centres allotted to him.
- (ii) To allot candidates to the various External Examiners at each Centre :
 - (a) Lesson I on the first day to the first batch;

(b) Lesson II on the second day to the II batch so that one Examiner may not watch both the lessons of a candidate.

(iii) To consolidate the result of each Centre and send the same to the University with the remuneration bills etc.

4. A person will be eligible for registration for appointment as Examiners in any Theory paper if —

(a) he is M.A, B.T., or B.Ed., provided that in the subjects of Philosophy and Psychology the degree of B.T. or B.Ed. shall not be insisted upon in the case of persons who are M.As. in Philosophy or Psychology; or

(i) have equivalent qualifications; and

(ii) have teaching experience of at least 5 years in a College of Education;

OR

(b) he is a trained Graduate and has served as Headmaster/Principal of a recognised High/Higher Secondary School for at least five years.

5. For registration as External Examiner in Practical Skill in Teaching a person shall possess the following qualifications :

(a) A Degree with B.T. or B.Ed. or equivalent qualifications with at least five years experience in a College of Education.

(b) Headmaster/Principal of a recognised High/Higher Secondary School with at least five years teaching experience.

(c) Inspecting Staff possessing a Degree with B.T. or B.Ed. or equivalent qualifications with five years teaching experience.

6. A person who satisfies the conditions laid down for registration in Clause 4 and 5 above, shall, on application made on prescribed form duly recommended by competent authority be registered for Theory or Practical as the case may be.

7. The procedure to be followed for the conduct of Practical Examination in various subjects will be as follows :

(a) The examination in Practical Skill in Teaching shall be finished in about 12 days time at all the Centres; there

shall be convenient zones assigned to a team of Examiners under a Co-ordinating Examiner. A zone for the purpose of this examination shall consist of about 500 candidates.

- (b) Each Examiner will be supplied with an assessment chart and he will be required to allocate awards under the items given in the said chart.

(IV) O.T. & M.I.L. EXAMINATIONS

1. Each question-paper shall be set by the External or Neutral Examiner.

For the examinations in Modern Indian Languages, only lecturers in affiliated Colleges and Heads of recognised institutions possessing the requisite qualifications as given in Clause 3 herein below for these examinations and teaching experience of 10 years or more, shall be eligible for appointment as Paper-Setters.

2. The Paper-Setter shall also evaluate the answer-books but when the number of answer-books exceeds 400, more Examiners as may be required, shall be appointed to mark the answer-books.

3. No one shall be eligible for appointment as an Examiner unless he has got 5 year's teaching experience in a recognised High School/Affiliated College and possesses the following qualifications:

(a) *For Prabhakar Examination :*

- (i) M.A. in Sanskrit or Hindi.

OR

- (ii) M.A. in some language and Shastri or Prabhakar.

OR

- (iii) Shastri with Prabhakar,

OR

- (iv) Shastri with at least five year's Teaching experience in Hindi in a recognised or affiliated Institution of the Kurukshetra University, provided a solemn declaration is given of having working knowledge of English.

(b) *For Gyani Examination :*

- (i) M.A. in Panjabi,

OR

- (ii) M.A. in some language and Gyani.
- (c) *For Adib Fazil Examination :*
- (i) M.A. in Persian of Urdu.
- OR
- (ii) M.A. in some language and Adib Fazil or Munshi Fazil.
- (d) *For Ratna Examination :*
- (i) B.A. and Prabhakar.
- OR
- (ii) Shastri.
- (e) *For Proficiency in Panjabi Examination :*
- (i) B.A. and Gyani.
- (f) *For Adib Examination :*
- (i) B.A. and Adib Fazil,
- OR
- (ii) B.A. and Munshi Fazil.
- (g) *For Examination in Sanskrit :*
- M.A. in Sanskrit or a Graduate with Honours in Sanskrit.
- (h) *For Examination in Persian :*
- M.A. in Persian or a Graduate with Honours in Persian.

**(V) POST-GRADUATE DIPLOMA IN TOURISM AND
HOTEL MANAGEMENT**

1. Each written paper will be set by a single examiner and ordinarily the answer-books will be evaluated by him.
2. Training Report will be evaluated by a single examiner appointed by the University. Ordinarily not more than 20 training reports will be assigned to each examiner.
3. The Viva-Voce of the candidate will be conducted by a panel of two examiners consisting of one internal examiner (i.e. from within the University) and the other external (i.e. from outside the University). For smooth conduct of the Viva-Voce examination, each panel consisting of one internal and one external shall examine not more than 50 candidates on a single day. The viva-voce examination will ordinarily be

conducted within 3 days after completion of the written examination. Sufficient number of panels of examiners will be appointed for this purpose.

***(VI) BACHELOR OF DENTAL SURGERY EXAMINATION**

1. All the paper-setters appointed shall be external from Medical/Dental Institutions approved/recognized by the Dental Council of India for B.D.S. Course from other Universities, preferably from outside the State.

2. Paper-Setters/Examiners (External/Internal) for BDS Examination shall be those who will be holding the post of a full time Reader/ Assistant Professor or above in a Medical/Dental Institution recognized/ approved by Dental Council of India and Kurukshetra University for BDS Course and should possess a Postgraduate Degree and have teaching experience of three years after Post graduation in that subject except in case of Community Dentistry.

Note :- Eligible Part-time teacher may be appointed as Internal Examiner in the subject of examination in the absence of regular eligible teachers.

3. No person shall be external examiner in the same subject for more than three consecutive years. However if there is a break of one year, the person can be considered for re-appointment.

4.(i) Each B.D.S. Examination shall be conducted for theory and practical separately. Each theory Question Paper shall be set by a single external paper-setter only. He/she will also conduct the practical examination along with internal examiner provided he/she fulfils the eligibility requirements for examinership.

(ii) 50% examiners for practical examination shall be external from Medical/Dental Institutions approved/ recognized by the Dental Council of India for B.D.S. Course, from other Universities, preferably from outside the State.

(iii) The answer books of theory examination will be got evaluated from the external examiners in the relevant subjects/papers from within the State or outside the State but in no case from the teachers of affiliated colleges of this University.

*Amended vide Executive Council Resolution No.18(32) of 30.12.2003, w.e.f. 24.9.2003.

Note : In case of examiner in Biochemistry, the person must be Biochemist and in case of examiner in Microbiology, the person must be Medical Microbiologist.

5. In case of any difficulty, the Vice-Chancellor will relax the same on the recommendation of the Dean of the Faculty of Medical and Dental Sciences/Chairman of the Board of Studies in Dental Sciences.

6. The Practical/Oral/Clinical examination shall be conducted by Internal and External examiners jointly and the internal examiner shall submit the final result/award duly signed by the external and internal examiners to the Controller of Examinations.

7. **General Provision :** In case any of the external examiner does not turn up on the appointed date of the practical examination in respect of any of the examinations held at Medical/Dental College, the Principal shall have the authority to appoint an eligible teacher of the subject concerned under intimation to the University from other Medical/Dental Colleges of neighbouring University so that Practical examination is conducted as per schedule fixed by the University.

Provided that in case a Dental College has no eligible teacher to act as internal examiner, the eligible teacher of neighbouring Dental College shall be appointed to act as internal examiner. Alternately, two external examiners shall be appointed for such Practical, one of those shall act as internal examiner.

8. Reciprocal arrangement of examiners should be discouraged in that, the internal examiner in a subject should not accept external examinership for a College from which external examiner is appointed in his subject for the corresponding period.

(VII) MASTER OF DENTAL SURGERY EXAMINATION

*1. M.D.S. Part-I/Part II Examination shall be conducted by a Board of four examiners consisting of two internal and two external examiners, appointed by the University for the specialty on the recommendation of the Board of Post-Graduate Studies in Dental Sciences. Provided that if one of the four examiners is not available, the examination may be conducted by three examiners in exceptional cases. Senior most internal examiner will act as Convener/Moderator/Chairperson of the Board of Examiners.

*Amended vide Executive Council Resolution No.18(32) 30.12.2003,w.e.f. 24.9.2003.

2. The Board of Examiners shall determine in consultation with one another, all details of the examination. The Board of Examiners shall report the result of candidate(s) to the Controller of Examinations both written and practical/Clinical including Viva-Voce. As soon as possible, the Controller of Examinations shall publish the result of examination classifying the successful candidates either Pass or Fail.

♦3. Examiners for M.D.S. Examination shall be those who are holding the post of full time Reader/Asst. Professor or above in a Medical/Dental College recognized by Dental Council of India and Kurukshetra University and should have possessed a Post-graduate qualification and have minimum of three years of teaching experience after Post-graduation in that subject.

- Note :**
- (i) Eligible part-time teachers may be appointed as examiners in the subject of speciality in the absence of regular eligible teacher, provided he/she fulfils the eligibility requirements laid down by Dental Council of India and Kurukshetra University.
 - (ii) Postgraduate teachers who are involved in teaching of Postgraduate students/recognized Postgraduate teachers shall be considered for appointment for M.D.S. examination.
 - (iii) The internal/external examiner for the Postgraduate Degree Program in Dentistry should possess the qualification and experience not less than 3 years after post-graduation in the subject and should be an active Post-graduate teacher not below the rank of Reader in the speciality in which the practical examination is being conducted by the University.
 - (iv) No person who is not an active Postgraduate teacher in the subject, can be appointed as examiner. However, in case of retired personnel, a teacher who satisfies the above conditions, could be appointed up to one year after retirement.
 - (v) Reciprocal arrangement of examiners should be discouraged, in that, the internal examiner in a subject should not accept external examinership for a college

♦ Amended vide Executive Council Resolution No.18(32) 30.12.2003,w.e.f. 24.9.2003.

from which external examiner is appointed in his subject.

4. Question papers set by External Examiners shall be sent direct to the Senior most Internal Examiner appointed by the Board of Studies for moderation who will send the question paper in final form to the University.

5. All the question papers for M.D.S. Examination shall be of three hours duration and shall consist of three questions in each paper except for paper-III in M.D.S. Examination (Essay). However paper-III (Essay) of M.D.S. Part-II examination will have optical theme.

*6. No person shall be external examiner in the same specialty or in the same subject for more than three consecutive years. However, with a break of one year, same person can be considered for re-appointment.

*7. Not less than 50% of the External Examiners shall be from outside the State.

(VIII) BACHELOR OF PHYSIOTHERAPY EXAMINATION

1. Conducting of Examination in any subject shall be based on any one of the following three patterns, in accordance to courses and syllabi for B.P.T. Examinations :

Group - I - Theory and Practical/Oral Examination.

Group - II - Theory Examination.

Group - III- Practical/Oral Examinations.

*2.(i) Each B.P.T. Examination shall conducted for Theory and Practical separately. Each theory question paper shall be set by a single external paper-setter only. He/She will also conduct the practical examination alongwith internal examiner provided he/she fulfill the eligibility requirements for examinership.

(ii) The answer books of theory examination will be got evaluated from the external examiners in relevant subjects/papers from within the state but in no case from the teachers if affiliated colleges of this University.

3. For Group-I and Group-II Theory Examination, the External Examiner shall submit the final result/awards direct to the Controller of Examinations within the stipulated period as prescribed by the University.

*Amended vide Executive Council Resolution No.18(32) of 30.12.2003,w.e.f. 24.9.2003.

4. For Group-I and Group-III Practical/Oral Examination, the Internal Examiner shall submit final result duly signed by the External and the Internal Examiner to the Controller of Examinations immediately on the termination of the Examination.

5. The paper-setter will set 8 (Eight) questions in all for each theory paper and candidates will be required to attempt any 6 (six) questions. The question paper will be of three hours duration.

*6. 50% of examiners for Practicals examinations shall be external from Medical/Physiotherapy Colleges/Institutions/University Departments/Dental Colleges recognized by the Indian Association of Physiotherapy Council/Kurukshetra University for B.P.T. Course, preferably from outside the state.

*7. Paper-Setters/Examiners (External/Internal) for the B.P.T. examination shall be those who will be holding the post of a full time Reader/Assistant Professor/Professor/H.D.O. in a medical/Physiotherapy College/Institution/University Department/Dental College recognized by IAP/Physiotherapy Council/Kurukshetra University, Kurukshetra for B.P.T. Course and should possess a Post-Graduate Degree and have teaching experience of three years after Post-graduation in the subject, except in case of subject/subjects in which P.G. Training facilities are not available at present in the country and/or persons with sufficient teaching experience are not available.

Note : - Eligible part-time teacher's may be appointed as Internal Examiners in the subject of examination in the absence of regular eligible teachers.

*8. No person shall be external examiner in the same subject for more than 3 consecutive years. However, if there is a break of one year the person can be considered for re-appointment.

9. In case of any difficulty the Vice-Chancellor will relax the same on the recommendation of the Dean, Faculty of Medical & Dental Sciences/Board of Studies in Physiotherapy.

*10. **General Provision** : In case of any of the external examiner does not turn up on the appointed date of the practical/oral examination in respect of in any of the examinations held at the Physiotherapy College/Institute, the principal shall have the Authority to appoint an

*Amended vide Executive Council Resolution No.18(32) of 30.12.2003, w.e.f. 24.9.2003.

eligible teacher of the subject concerned under intimation to University from other Medical/Physiotherapy College/Institution/ University Department/Dental Colleges of neighboring University so that practicals examination is conducted as per the schedule fixed by the University.

Provided that in case a Physiotherapy College has no eligible teacher to act as internal examiner, the eligible teacher of neighbouring Physiotherapy College shall be appointed to act as internal examiner. Alternately, to external examiners shall be appointed for such practical, one of those shall act as internal examiner.

*11 Reciprocal arrangement if examiners should be discouraged in that, the Internal examiner in a subject should not accept external examiner-ship for a college from which external examiner is appointed in his subject for the corresponding period.

(IX) CERTIFICATE COURSE IN DENTAL MECHANIC EXAMINATION

*1.(i) Each Certificate Course in Dental Mechanic Examination shall be conducted for theory and practical separately. Each theory Question Paper shall be set by a single external paper-setter only. He/she will also conduct the practical examination alongwith internal examiner provided he/she fulfils the eligibility requirements for examinership of Kurukshetra University.

(ii) 50% Examiners for Practical Examination shall be external from Medical/Dental Institutions approved/recognized by the Dental Council of India for Certificate Course in Dental Mechanic, from other Universities, preferably from outside the State.

(iii) The answer-books of theory examinations will be got evaluated from the external examiners in relevant subjects/papers from within the State or outside the State but in no case from the teachers of affiliated Colleges of this University.

*2. Paper setters/examiners (External/Internal) for Certificate Course in Dental Mechanic shall be those who will be holding the Post of a full time Reader/Assistant Professor or above in a Dental Institution recognized by Dental Council of India and Kurukshetra University, Kurukshetra for Certificate Course in Dental Mechanic and should

*Amended vide Executive Council Resolution No.18(32) of 30.12.2003, w.e.f. 24.9.2003.

possess a Postgraduate degree and have teaching experience of three years after Post-graduation in Prosthetic Dentistry and allied basic subjects except in case of Community Dentistry.

Note :- Eligible part time teachers may be appointed as Internal Examiner in subject of Examination in the absence of regular eligible teacher.

*3. No person shall be external examiner in the same subject for more than three consecutive years. However, if there is a break of one year, the person can be considered for re-appointment.

4. In case of any difficulty, the Vice-Chancellor will relax the same on the recommendations of the Dean of the Faculty of Medical and Dental Sciences/Chairperson of the Board of Studies in Dental Sciences.

5. For theory examination, the External Examiner shall submit the final result/awards direct to the Controller of Examinations within the stipulated period as prescribed by the University.

6. For practical/oral examinations, the Internal Examiner shall submit the final result duly signed by the External and Internal Examiner to the Controller of Examinations immediately on the termination of the examination.

*7. **General Provision** : In case any of the external examiner does not turn up on the appointed date of practical examination in respect of any of the examination held at Dental College, the Principal shall have the authority to appoint an eligible teacher of the subject concerned under intimation to the University from other Dental Colleges of neighbouring University so that practical examination is conducted as per schedule fixed by the University.

*Provided that in case a Dental College has no eligible teacher to act as internal examiner, the eligible teacher of neighbouring Dental College shall be appointed to act as internal examiner. Alternately, two external examiners shall be appointed for such Practical, one of those shall act as internal examiner.

*8. Reciprocal arrangement of examiners should be discouraged, in that, the internal examiner in a subject should not accept external examinership for a College from which external examiner is appointed in his subject for the corresponding period.

*Amended vide Executive Council Resolution No.18(32) of 30.12.2003, w.e.f. 24.9.2003.

***(X) BACHELOR OF MEDICINE AND BACHELOR OF
SURGERY (MBBS) EXAMINATION**

1. All the paper-setters appointed shall be external and from Medical Institutions approved/recognized by the Medical Council of India for MBBS Course from other Universities, preferably from outside the State.

2. Paper-Setters/Examiners (External/Internal) for MBBS Examination shall be those who will be holding the post of a full time Reader/Associate Professor or above in a Medical Institution recognized/approved by Medical Council of India and Kurukshetra University for MBBS Course and should possess a Postgraduate Degree in the concerned subject and have teaching experience of five years after Post graduation in that subject.

3. No person shall be external examiner in the same subject for more than three consecutive years. However if there is a break of one year, the person can be considered for re-appointment.

4.(i) Each MBBS Examination shall be conducted for theory and practical separately. Each theory Question Paper (Paper-A & B separately) shall be set by a singly external paper-setter only. He/she will also conduct the practical examination alongwith external/internal examiners provided they fulfil the eligibility requirements for examiner-ship.

(ii) 50% examiners for practical examination shall be external from Medical Institution approved/recognized by the Medical Council of India for MBBS Course, from other universities, preferably from outside the State.

(iii) The answer books of theory examination will be got evaluated from the external examiners in the relevant subjects/papers from within the State or outside the State but in no case from the teachers of affiliated Colleges of this University.

5. The Practical/Oral/Clinical examination shall be conducted by two Internal and two External examiners jointly. In case eligible internal examiners are not available in a particular subject the examination may be conducted with two external and one internal examiners. The Senior-most internal examiner shall submit the final result/award duly signed by all the external and internal examiners to the Controller of Examinations.

*Amended vide Executive Council Resolution No.8(18) of 9.8.2004, w.e.f. 8.5.2004.

6. In case of any difficulty, the Vice-Chancellor may relax the same on the recommendations of Dean of the Faculty of Medical and Dental Sciences/Chairman of Board of Studies in Medical Sciences.

7. Non-Medical scientists engaged in the teaching of Medical student may be appointed examiners in their concerned subject provided that they possess requisite qualifications and five years teaching experience of medical students after obtaining their postgraduate qualifications.

8. The internal examiner in a subject should not accept external examiner-ship for a college from which external examiner is appointed in his subject for the corresponding period.

9. There shall be separate sets of examiners for each college, with internal examiners from the concerned college.

10. **General Provision :** In case any of the external examiners does not turn up on the appointed date of the practical examination in respect of any of the examinations held at Medical College, the Principal shall have the authority to appoint an eligible teacher of the subject concerned under intimation to the University from other Medical Colleges of neighbouring University so that Practical examination is conducted as per schedule fixed by the University.

11. The question papers in theory of the various subjects which are to be got set from external paper-setters shall be as under :

First M.B.B.S. Examination

1. Anatomy :	Paper-A
	Paper-B
2. Physiology	Paper-A
	Paper-B
3. Bio-Chemistry	Paper-A
	Paper-B

Second M.B.B.S. Examination

1. Pharmacology	Paper-A
	Paper-B
2. Pathology	Paper-A
	Paper-B
3. Microbiology	Paper-A
	Paper-B
4. Forensic Medicine	One Paper

Part-I of Final M.B.B.S. Examination

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|-----------------------|-----------|
| 1. Ophthalmology | One Paper |
| 2. E.N.T. | One Paper |
| 3. Community Medicine | Paper-A |
| | Paper-B |

Part-II of Final M.B.B.S. Examination

- | | |
|----------------|-----------|
| 1. Medicine | Paper-A |
| | Paper-B |
| 2. Surgery | Paper-A |
| | Paper-B |
| 3. Obs & Gynae | Paper-A |
| | Paper-B |
| 4. Paediatric | One Paper |

V — SCALE OF REMUNERATION

The scale of remuneration to the Examiners/Paper-setters (Theory/ Practical)/Laboratory staff etc. and fees for various certificates/cards will be as approved by the Vice-Chancellor and notified by the University from time to time.

APPENDIX-I***THE SCHEDULE FOR RECEIPT OF UNDER-GRADUATE/
POST-GRADUATE (ANNUAL & SEMESTER) EXAMINATION FORMS
W.E.F. SESSION 2010-11.****ANNUAL SYSTEM**

<i>Session</i>	<i>Examination</i>	<i>Without late fee</i>	<i>With late fee of Rs.500/-</i>	<i>With late fee of Rs.1000/-</i>
Annual	UG (Regular & CC*)	Dec., 11	Dec., 20	Dec., 31
Annual	UG (Private & Ex-students)	Nov., 21	Dec., 10	Dec., 20
Suppl.	UG (Pvt., Ex-student & Regular)	Aug., 16	Aug., 25	Sept., 10
Annual	PG (Regular, Private/ Ex-student & CC*)	Dec., 11	Dec., 31	Jan., 15
Suppl.	PG (Pvt., Regular & Ex-student)	Sept., 30	Oct., 10	Oct., 20

*For students of Distance Education courses the above schedule will be applicable from the session 2011-12.

SEMESTER SYSTEM

<i>Session</i>	<i>Examination</i>	<i>Without late fee</i>	<i>With late fee of Rs.500/-</i>	<i>With late fee of Rs.1000/-</i>
Odd Semesters	UG, PG (Regular, Ex-student & Private)	Sept., 15	Sept., 30	Oct., 15

♦ Amended vide Executive Council Resolution No.3(31) of 14.2.2011, w.e.f. the session 2010-11.

Even Semesters	UG, PG (Regular, Ex-student & Private)	Feb., 15	Feb., 28	March, 10
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- Note :** 1 The Nodal Centre(s) will submit the examination forms within 10 days from the scheduled date(s) with and without late fee, as the case may be. The colleges other than the Nodal Centre will submit the examination forms as per the schedule prescribed for their regular candidates.
2. The cases of the candidate(s) who fail to submit the examination forms as per the above schedule may be considered on merits of each case by the Vice-Chancellor with special fee as may be decided.