66(1)

KURUKSHETRA UNIVERSITY KURUKSHETRA

(Established by the State Legislature Act XII of 1956)
('A'+ Grade NAAC Accredited)

Minutes of the meeting of the Committee constituted by the Dean Academic Affairs held on 28.06.2022 at 12.30 p.m. in the office of Dean Academic Affairs to make recommendations regarding Scheme template for Master's programme(Integrated) with multiple entry & exist, CBCS-LOCF w.e.f. the session 2022-23 :-
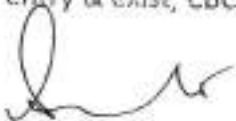
MEMBERS PRESENT

1. . Dean Academic Affairs
2. Dean, Faculty of Life Sciences
3. Dean, Faculty of Pharmaceutical Sciences
4. Dean, Faculty of Arts & Languages
5. Dean, Faculty of Social Sciences
6. Dean, Faculty of Law
7. Dean, Faculty of Commerce & Management
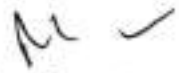   (Dean,Faculty of Sciences, Engg.&Tech.,Eduction and Indic Studies could nt attend the meeting).

The Comnttee perused the proposed Scheme template for Master's programme (Integrated)with multiple entry & exit,CBCS-LOCF submitted by the Principal I!&HS

The Comittee after detailed discussion has approved the Scheme temp ate for Master's prcramme(Integrated) with multiple entry & exist, CBCS-LOCF.
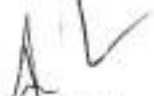
Dean Academic Affairs

Dean, Faculty of Life Sciences

Dean, Faculty of Pharmaautical Sciences

Dean, Faculty of Art & Languages

Dean, Faculty of Social Sciees

Dean Faculty of Law

Dean Commerce & Manament

66(2)

Endst.No.ACS-IV/F-3/2022/ 10391-402 Dated: 8/8/22

Copy of the minutes at overleaf duly approved by the Hon'ble Vice-Chancellor is forwarded to the following committee members for information and necessary action:-

1. Dean Academic Affairs
2. Dean, Faculty of Life Sciences
3. Dean, Faculty of Pharmaceutical Sciences
4. Dean, Faculty of Arts & Language
5. Dean, Faculty of Social Sciences
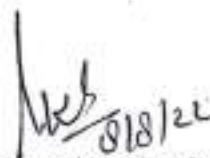6. Dean, Faculty of Law
7. Dean, Faculty of Commerce& Management
8. Dean, Faculty of Sciences
9. Dean, Faculty of Engg. & Tech.
10. Dean, Faculty of Education
11. Dean, Faculty of Indic Studies.
12. Supdt.(Academic)

8/8/22
Deputy Registrar(Academic)

...osed scheme template for Master's programme (five year Master Integrated) with multiple entry & exit, CBCS-LOCF

Semester	Core course(CC)@6credits Subject-1	Core course (CC)@6credits Subject-2	Core course (CC@6credits) Subject-3	Ability enhancement compulsory course (AECC)@2credits	Skill Enhancement Course (SEC) @2-6 credits	Discipline Specific Course (DSE)@6credits	Activity/ Hobby @2 credits (Audit)	Total credits	Exit option
I Level-5	CC-1A	CC-2A	CC-3A	Language communication/Environmental Studies	SEC-1 Human Values and Ethics/Computer Science Level-1 @2credits	X	2	24	Certificate in Arts, Science/ Commerce @58 credits
II Level-5	CC-1B	CC-2B	CC-3B	(Language communication)/Environmental Studies	SEC-2 Human Values and Ethics/Computer Science Level-1 @2credits	X	2	24	

Internship @10 credits (450 hours) after 2nd semester (only for exit option)

Semester	Core course (CC) @6credits Subject-1	Core course (CC) @6credits Subject-2	Core course (CC @6credits) Subject-3	General Elective course @ credits	Skill Enhancement Course (SEC) @ 2-6credits	Discipline Specific Course (DSE)@6credits	Activity/ Hobby @2 credits-Audit	Total credits	Exit option
III Level-6	CC-1C	CC-2C	CC-3C	GE-1*@6Credits of level 5	SEC-3- Community Development/Personality Development/MOOC**	X	2	22+6*	Diploma in Arts, Science/ Commerce @ 102

Level- (vel-6)	CC-1D	CC-2D	CC-3D	GE-2*@6Credits of level 5	SEC-4 -Community Development/Personality Development/MOOC**	X	2	22+6*	credits

Internship @10 credits (450 hours) after 4th semester (compulsory for all)

Semester	Core course(CC) @6credits Subject-1	Core course (CC)@6credits Subject-2	Core course (CC@6credits) Subject-3	General Elective* course @6 credits	Skill Enhancement Course (SEC) @ 6credits	Discipline Specific Course (DSE)@ 6credits	Activity/ Hobby/ clubs @2 credits (Audit)	Total credits	Exit option
V Level-7	CC-1H1 subject **H**	X	X	GE-3*@6Credits of level 5/6	SEC-5 (Major Subject-1) @6credits	DSE-1(Major subject-1) DSE-2(Major Subject-2)	2	20 + 10 of Internship +6 $^H+6*$	Graduation in Arts/ Science/ Commerce @142 credits/ Honors in subject @154 credits
VI Level-7	CC-1H2 subject **H**	X	X	GE-4*@6credits of level 5/6	SEC-6 (Major Subject-2) @ 6 Credits	DSE-3 (Major subject-1) DSE-4 Major Subject-2)	2	20+6 $^H+6*$	

(h)99

Semester	Core course(CC) @6credits Subject	Discipline Specific Course (DSE)@6credits	Total credits	Exit option
IX Level-9	CC-1M5 CC-1M6	DSE-5 (Subject) DSE-6 (Subject)*	24	Master in Subject @250 credits
X Level-9	CC-1M7 CC-1M8	DSE-7 (Subject)* DSE-8 (Subject)	24	

* Dissertation/Project for 12 credits can be given inlieu to DSE-6 and DSE-7 at Level-9. The student will submit dissertation/project report in Xth semester and will be evaluated at the end of Xth semester

Semester	Core course(CC) @6credits Subject	Discipline Specific Course (DSE)@6credits	Total credits	Exit option
VII Level-8	CC-1M1 CC-1M2 CC-1H1 subject **H**	DSE-5 (Subject) DSE-6 (Subject)	24	PG Diploma in Subject @202 credits
VIII Level-8	CC-1M3 CC-1M4 CC-1H2 subject **H**	DSE-7 (Subject) DSE-8 (Subject)	24	

s:

1. Credits (C), Core Courses (CC); Discipline Specific Elective Courses (DSE); General Elective Courses (GE); Skill Enhancement Courses (SEC), Ability Enhancement Compulsory Courses (AECC). Research Ability Enhancement Course(RAEC) Major, Minor, Generic Elective subjects and DSE options will be offered depending upon the availability of faculty/infrastructure /timetable of the Institute/College.

2. Students can opt exit after completing internship after 2nd semester and earn a Certificate. Continuing students will do internship after 4th Semester.

3. Students continuing in 5ᵗʰ year (IXᵗʰ and Xᵗʰ semester) can opt for course work or research to complete Master's programme (integrated) in subject.

4. Students can opt for one course from other programmes as General Elective @ 6 credits in IIIrd, IVth, Vth and VIth semesters subject to the eligibility, availability of seats and class timings not overlapping.

5. H Honors courses. CC- 1H1 and CC-1H2 are honors courses to be taken if students opt for Honors course in third year and will have to be taken compulsorily by the students opting for 4ᵗʰ year of the programme (Honors and Research) if these courses are not completed earlier at level 7.

6. All the field work, Internship, dissertation/thesis will be effected through guided learning by allotting a teacher as guide to every student.

7. Each candidate shall be examined in the courses through a system of Comprehensive Continuous Assessment using a mix of Internal and End term evaluation. The Internal Assessment and End term evaluation for different courses of programme shall carry weightage of 50% each. Internal assessment (50%) shall be based on clearly defined components of class attendance and participation (10%) , mid term exam of 2 hour duration (30%) and assignments-presentations (10%) of the credit and the rest (50 %) through End term Examination . Evaluation rubrics shall be followed as per Annexure -1

8. Hobby/activity courses are audit courses and shall be evaluated by the instructor as prescribed in syllabi. The grades will be as Completed/Non-completed. These grade will not contribute to the calculations of SGPA/CGPA

9. The codes of the courses shall be identifiable with the following format; B-ENG-N101 B-HIN-N101 and so on (Prefix N before number to distinguish from the earlier course codes)

Annexure-1

Evaluation rubrics

Class participation: Discussions, raising relevant issues, analysis, synthesis, updated readings	Never	Rarely	Sometimes	Always
Learning level Evaluation scale (1-4) (1; <30%, 2; 30-59%, 3;60-70 %, 4; > 70 %)[% denotes marks on absolute scale]	Beginner (1)	Progressing (2)	Proficient (3)	Excellent (4)
Training/ Internship report (Content, organization, writing, visual appeal)	Very little understanding and application	Somewhat understanding and application	Good understanding and application	Excellent understanding and application
Dissertation (Format, content, Methodology, analysis, Visuals, Citation)	Very little understanding and application of research	Somewhat understanding and application of research	Good understanding and application of research	Excellent understanding and application of research
Assignment and presentation (Introduction, Research, Conclusions, Writing, speaking/body language, use of power point)	Vague/irrelevant	Somewhat clear and relevant	Clear and relevant	very Clear and relevant
Mid term Exam (Completeness, Understanding, Argument, Structure and writing)	Poor	Average	Good	Very good
End term Exam (Completeness, Understanding, Argument, Structure and writing)	Poor	Average	Good	Very good
Practicals (Set up experiment, demonstrate, arrange data, analyse, explain, write report/journal)	Not able to complete tasks	Good ability to perform tasks	High ability to perform tasks	Very high ability to perform tasks

Students	Students scores and learning levels against CO's (Evaluation scale 1-4 (1; <30%, 2; 30-59%, 3;60-70 %, 4; > 70 %) [% denotes marks on absolute scale]

	Aggregated (Marks between 0-100)	Class Participation (Marks between 0-10)	Assignments and presentations (Marks between 0-10)	Mid term Exam (Marks between 0-30)	End term exam (Marks between 0-50)

KURUKSHETRA UNIVERSITY KURUKSHETRA

(Established by the State Legislature Act XII of 1956)
('A'+ Grade NAAC Accredited)

Minutes of the meeting of the Committee constituted by the Vice-Chancellor held on 15.07.2022 at 04.00 p.m. in the office of Dean Academic Affairs to make recommendations regarding Introduction of **M.Sc.(Graphic Animation and Multimedia)** M.Sc.(Printing, Graphics & Packaging Technology). w.e.f. the session 2022-23 :-

MEMBERS PRESENT

1. Dean Academic Affairs
2. Dean Faculty of Commerce & Management
3. Dean Faculty of Indic Studies.
4. Director, Institution of Mass Communication & Media Technology.

The Committee perused the proposal received from Director, Institution of Mass Communication & Media Technology. **M.Sc.(Graphic Animation and Multimedia)** M.Sc.(Printing, Graphics & Packaging Technology). w.e.f. the session 2022-23 :-

The Committee after detailed discussion has recommended the Introduction of the M.Sc.(Graphic Animation and Multimedia) M.Sc.(Printing, Graphics & Packaging Technology). w.e.f from the session 2022-23.

Dean Academic Affairs

Dean Faculty of Commerce & Management

Dean Faculty of Indic Studies

Director, Institution of Mass Communication & Media Technology   1\8\2022

67(2)

ᴖO

Endst.No.ACS-IV/F-18/2022/ 1068-822 Dated: 10-8-22

Copy of the minutes at overleaf duly approved by the Hon'ble Vice-Chancellor is forwarded to the following committee members for information and necessary action:-

1. Dean Academic Affairs
2. Dean Faculty of Commerce & Management
3. Dean Faculty of Indic Studies.
4. Director,Institution of Mass Communication & Media Technology.
5. Shpeltr Academic

Deputy Registrar(Academic) 10/8/22

ℝℙ

Ħᴇᴘ.

KURUKSHETRA UNIVERSITY KURUKSHETRA
PERFORMA FOR THE INTRODUCTION OF NEW COURSE IN UTD/INSTITUTION

Name of the Department/Institution:-Technology	:	Institute of Mass Communication & Media Technology
Name of the Course (proposed for introduction)	:	M.Sc. (Printing, Graphics & Packaging Technology)
Duration of the Course	:	2 years
Status of Course (Budgeted or Self Finance)	:	Self Finance
No. of Seats per Year	:	30
Eligibility	:	B.Sc./B.E/B.Tech. with 50% marks in any of the following streams:-Printing & Packaging Technology, Printing Technology, Packaging/Packaging Technology, Graphic Design, Computer Science/Computer Application, IT, Electronics, Non-medical, Mechanical Engineering
Year of introduction (session)	:	2022-23
Recommendation of Staff Council	:	Approved (copy attached)
Detailed Work load as per norms	:	26 hours per week (per semester)
0. No. of faculty required (existing/contractual/Guest /Part time)	:	Nil for the session 2022-23
1. No. of faculty already available in the Dept./Instt	.:	04 Assistant Professor + 2 Technical Executives
2. Annual fee, examination fee etc. per candidate	:	52,000 per annual (including all other funds)
3. Staff required: Ministerial/Technical	:	Nil
4. Building/Accommodation required	:	No
5. Infrastructure required (estimated expenditure)	:	The classes of this course will be held on 2nd floor of DDE building alongwith UG Classes which are already being held over there. Till the course is shifted in new building, no extra infrastructure is required.
6. Funds required for furniture/chemicals/ Instruments/contingency & stationery etc.	:	No requirement for the first year.
7. Fee Break up and overhead charges	:	52,000/- per annual (including all other funds)
8. Other auxiliary services required	:	None
9. Annual income & expenditure of the course	:	10,40,000 (annual income), No additional expenditure as teaching and technical staff already working for UG course would be sufficient.
10. Viability of the course (with justification)	:	Printing and packaging industry is the most growing industry after automobile sector. In this Sector there is a lot of potential in marketing, management, quality control, research & development and production. This PG Course will fulfill all requirements needed for industry for all the sectors. It will open avenues for higher studies in this area.

Dean of the concerned Faculty
(with seal)

Chairperson/Director
(with seal)
Director
Institute of Mass Communication
& Media Technology
Kurukshetra University,
Kurukshetra-136119.

KURUKSHETRA UNIVERSITY KURUKSHETRA
PERFORMA FOR THE INTRODUCTION OF NEW COURSE IN UTD/INSTITUTION

1. Name of the Department/Institution:- : Institute of Mass Communication & Media Technology

2. Name of the Course (proposed for introduction) : M.Sc. (Graphic Animation and Multimedia)

3. Duration of the Course : 2 years

4. Status of Course (Budgeted or Self Finance) : Self Finance

5. No. of Seats per Year : 30

6. Eligibility : Graduation with 50% marks in any of the following streams from a recognized university/College/Institute:-
Graphic Animation, Multimedia, Graphic Animation and multimedia, Animation and Multimedia, Design, Digital Media, Digital Film making and animation, Graphic Design, Computer Science/Computer Application, Information Technology, Applied Art/Commercial Art, Visual Art, New Media, Electronics, Electronics and communication, Software, Software Engineering.

7. Year of introduction (session) : 2022-23

8. Recommendation of Staff Council : Approved (copy attached)

9. Detailed Work load as per norms : 28 hours per week (per semester)

10. No. of faculty required (existing/contractual/ Guest/Part time) : Nil for the session 2022-23

11. No. of faculty already available in the Dept./Instt.: 6 Assistant Professor + 2 Technical Executive

12. Annual fee, examination fee etc. per candidate : 52,000/- per annual (including all other funds)

13. Staff required: Ministerial/Technical : Nil

14. Building/Accommodation required : No

15. Infrastructure required (estimated expenditure) : The classes of this course will be held on 2nd floor of DDE building alongwith UG Classes which are already being held over there. Till the course is shifted in new building, no extra infrastructure is required.

16. Funds required for furniture/chemicals/ Instruments/contingency & stationery etc. : No requirement for the first year.

17. Fee Break up and overhead charges : 52,000/- per annual (including all other funds)

18. Other auxiliary services required : None

19. Annual income & expenditure of the course : 10,40,000 (annual income),
No additional expenditure as teaching and technical staff already working for UG course would be sufficient.

20. Viability of the course (with justification) : Graphic Animation and multimedia industry is the most growing industry in recent years.
In this Sector there is a lot of potential in film making, 3D Animation, SFX and VFX, Mobile Management etc. This PG Course will fulfill all requirements needed for industry for all the sectors. It will open avenues for higher studies in this area.

Chairperson/Director
(with seal) Mass Communication
& Media Technology
Kurukshetra University.
Kurukshetra-136119.

Dean of the concerned Faculty
(with seal)

KURUKSHETRA UNIVERSITY KURUKSHETRA

(Established by the State Legislature Act XII of 1956)
('A'+ Grade NAAC Accredited)

Minutes of the meeting of the Committee constituted by the Dean Academic Affairs held on 01.07.2022 at 04.00 p.m. in the office of Dean Academic Affairs to make recommendations regarding Introduction of P.G. Diploma in Hospitality and Event Management w.e.f. the session 2022-23 :-

MEMBERS PRESENT

1. Dean Academic Affairs
2. Dean, Faculty of Commerce & Management
3. Co-ordinator IQAC.
4. Chairperson, Deptt. of Tourism.

The Committee perused the proposal received from Chairperson, Department of Tourism & Hotel Management regarding Introduction of P.G. Diploma in Hospitality and Event Management w.e.f. session 2022-23

The Committee after detailed discussion has recommended the Introduction of the Post Graduate Diploma in Hospitality and Event Management in the Deptt. of Tourism & Hotel Management under National Education Policy from the session 2022-23.

Dean Academic Affairs
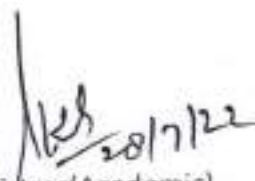
Dean Faculty of Commerce & Management

Co-ordinator IQAC

Chairperson, Deptt. of Tourism

68(2)

Endst.No.ACS-IV/F-3/2022/ 9591-95 Dated: 28.07.2022

Copy of the minutes as overleaf duly approved by the Vice-Chancellor is forwarded to the following committee members for information and necessary action:-

1. Dean Academic Affairs
2. Dean Faculty of Commerce & Management.
3. Co-ordinator IQAC.
4. Chairperson, Deptt. of Tourism
5. Supdt. (Academic)

28/7/22

Deputy Registrar(Academic)

KURUKSHETRA UNIVERSITY KURUKSHETRA

PERFORMA FOR THE INTRODUCTION OF NEW COURSE IN UTD/INSTITUTION

1. Name of the Department/Institution : DEPARTMENT OF TOURISM & HOTEL MANAGEMENT

2. Name of Course (proposed for introduction) : POST GRADUATE DIPLOMA IN HOSPITALITY AND EVENT MANAGEMENT (PGDHEM)

3. Duration of Course : (01) ONE YEAR

4. Status of Course (Budgeted or Self Finance) : SELF FINANCE

5. No. of Seats per Year : 20

6. Eligibility : GRADUATE IN ANY DISCIPLINE FROM KUK OR EQUIVALENT

7. Year of Introduction (session) : 2022-23

8. Recommendation of Staff Council : YES

9. Detailed Work load as per norms : TOTAL 60 CREDITS CLASSROOM + 10 CREDITS OF INTERNSHIP

10. No. of faculty required (existing/contractual/Guest/Part time): EXISTING FACULTY AND GUEST FACULTY FOR EXPERT LECTURES

11. No. of Faculty already available in the Dept./Instt. : 02 REGULAR + 01 CONTRACTUAL

12. Annual fee, examination fee etc. per candidate : TUTION FEE = 20000 AND EXAMINATION FEES AS PER UNIVERSITY NORMS

13. Staff required: Ministerial/ Technical : NIL

14. Building/ Accommodation required : NIL

CHAIRMAN,
Deptt.of Tourism & Hotel Management
Kurukshetra University, Kurukshetra.

15. Infrastructure required (estimated expenditure):   : NIL

16. Funds required for furniture/lab/chemicals/
Instruments/contingency & stationery etc.   : (2) TWO LAKHS

17. Fee Break up and overhead charges   : TUTION FEE = 20000 +
OTHER OVERHEAD EXPENSES

18. Other auxiliary services required   :

19. Annual income & expenditure of the course   : INCOME = ~~RS.4,00,000/-~~ (Four Lakh only)
Rs 4,00,000/- Two Lakh
EXPENDITURE = RS. 2,50,00/- LAKHS

20. Viability of the course (with justification)   :

The scope of the hospitality and event industry comprises of a range of businesses that provide services and facilities such as accommodation, food and beverage, entertainment, events, gaming and related products. The global hospitality market size is expected to grow from $3,952.87 billion in 2021 to $4,548.42 billion in 2022 at a compound annual growth rate (CAGR) of 15.1%. The hospitality market is expected to reach $6,715.27 billion in 2026 at a CAGR of 10.2%. The hospitality industry is a several billion-dollar industry that mostly depends on the availability of leisure time and disposable income.

Event industry is a $1.5 trillion worldwide industry and this industry is expected to experience a (compound annual growth rate) CAGR of 11.2% from 2021 to 2028. It involves a lot of research about the brand, target audience and the concept of the event before planning the actual event. The demand for professional event planners is growing rapidly in India. After pursuing course in Hospitality and Event Management the candidates would be useful to have Job Profiles and Roles like: Accommodation manager, Catering manager, Conference centre manager, Fast food restaurant manager, Hotel manager, Public house manager, Restaurant manager, Air cabin crew, Luxury train services Business development manager, Customer service manager, Health service manager, Human resources officer, Marketing executive, Retail manager, Tour manager, Tourism officer, Event Planner, Event Manager, Public Relations, Promotion and Marketing, Brand Development, Designing, Administration, Cruise liners.

Chairperson
CHAIRMAN, (With seal)
Deptt.of Tourism & Hotel Management
Kurukshetra University, Kurukshetra.

Dean of the concerned Faculty
(With seal)
Dean,
Faculty of Comm. & Mgt.
K.U. KURUKSHETRA.

MEMORANDUM OF UNDERSTANDING
BETWEEN
ISKCON KURUKSHETRA,KURUKSHETRA
AND
KURUKSHETRA UNIVERSITY, KURUKSHETRA

The MOU is made on the ___ day of _____ month in the year _____ at Kurukshetra, Haryana, between IIHS Department of, Kurukshetra University, Kurukshetra(hereinafter called IIHS-KUK) include his/her successor in office, legal representative, nominee and assignee as the **First Party**

AND

ISKCON Kurukshetra, Kurukshetra (hereinafter called ISKRK) with its headquarters at Kurukshetra include his/her successor in office, legal representative, nominee and assignee as the **Second Party**

WHEREAS

The parties wish to establish a friendly relationship to promote and accelerate the academic cooperation and have decided to enter into this MoU and agree hereby as per articles given below

GENERAL PROVISIONS

1.1 DEFINITIONS

- "KUK" means Kurukshetra University, Kurukshetra.
- "IIHS-KUK"means IIHS Department, Kurukshetra University, Kurukshetra
- "ISKRK"means ISKCON Kurukshetra, Kurukshetra.

1.2 RELATION BETWEEN THE PARTIES AND SCOPE

ISKCON Kurukshetra undertakes to impart "Introductory Gita" Course in IIHS

- The course will be of 30 hours over 4 months for 2 credits per week.
- The classes and assessment may be conducted online or offline by mutual understanding of both Parties.
- The students maybe encouraged to participate in optional educational trips as per University guidelines to sites related to the culture and tradition of Gita.
- The course will be conducted for all the UG first year students opting for this course in IIHS, KUK.

ISKRK Support

- Process the admission of the said course with support of IIHS.
- Shall be responsible for conducting the classes as per curriculum and also be responsible for counselling of students.
- Shall not use classroom platform for any other purpose than teaching the human values in Gita.
- Shall bear all expenses incurred on conducting the said program and KUK shall bear no cost for the same.
- Shall conduct the assessment of the candidates.
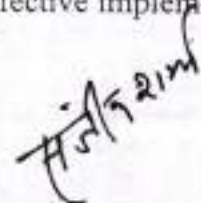
IIHS-KUK

- Shall decide eligibility criteria for the admission of the said course.
- Shall prepare the syllabus of the said course in consultation with ISKRK and get the same approved by its competent authorities
- Shall guide ISKRK to undertake all the academic activities including conduct of assessment leading to completion of the course.

1.3 MANAGEMENT, GOVERNING LAW & JURISDICTION

• MANAGEMENT

The Principal IIHS,, KUK and President, ISKRK will be responsible to work out operational details of co-operation between the two entities and ensure proper and effective implementation of this MoU.

· GOVERNING LAW &JURISDICTION

This MoU has been executed in English language, which shall be the binding and controlling language for all matters related to the meaning of interpretation of this MoU.

This agreement shall be governed by and construed in accordance with the laws of India. Any dispute arising under these terms and conditions shall be subjected to the jurisdiction of the courts of Kurukshetra(Haryana)

1.4 LOCATION

Course implementation arising under this MoU shall be performed by both the parties from their head offices

1.5 AUTHORISED REPRESENTATIVES

* Any action required or permitted to be taken and any document required or permitted to be executed under this MoU may be taken or executed.

    A. On behalf of the first party, by the Registrar/competent authority, KUK.

    B. On behalf of the second party, by the President/competent authority, ISKRK.

2. COMMENCEMENT, COMPLETION, MODIFICATION AND TERMINATION OF THIS MoU

2.1 This MoU shall come into force from the date of signing.

2.2 This MoU shall be effective for a period of five years, but will be reviewed/renewed/modified(if needed) mutually by both the parties.

2.3 This MoU may be modified/amended by mutual written agreement at any time by either party upon written notification signed by the competent authority of the party.

2.4 The modification/changes shall become part of the MoU and shall be effective from the date on which they are made/executed, unless otherwise agreed to.

2.5 The MoU may be terminated prematurely by either party with mutual agreement by giving prior notice. Such notification must be given to the other party at least three months in advance from the effective date of termination.

2.6 All joint activities not completed at the expiration of termination of the MoU may be continued until their completion under the terms of this MoU shall come into force from the date of signing.

3. INTELLECTUAL PROPERTY RIGHTS

Ownership of the Program content shall always be with ISKRK, which should not be reproduced copied, without written permission of ISKRK. ISKRK will have exclusive rights to use the contents for any other institute/University etc./ at any time, even simultaneously during the period of this MoU.

4. CONSEQUENCE OF BREACH AND PENALTIES

4.1 It shall be obligatory on part of either party to ensure timely assessment and facilitation as per the pre-approved work plan as agreed upon in the MoU.

4.2 In the event of breach of any term or conditions of this agreement, either party shall have the right to terminate the agreement.

4.3 This MoU has been executed in three originals, two of which have been retained by the **First Party** and the other by the **Second Party.**

4.4 In WITNESS WHEREOF, the parties have executed this MoU and repent that they approve, accept and agree to terms contained herein.

5. SEAL OF PARTIES

For and on behalf of KUK

Registrar, KUK

(Signature of First Party)

Signed by Witnesses

1.

2. Anita Rani

For and on behalf of ISKRK

Vice-President, ISKCON Kurukshetra

(Signature of Second Party)

Signed by Witnesses

1.

2.

KURUKSHETRA UNIVERSITY KURUKSHETRA
(Established by the State Legislature Act-XII of 1956)
('A+' Grade NAAC Accredited)

Proceedings of the Meeting

The meetings of the Standing Committee consisting of the following members constituted by the Vice-Chancellor were held on 10.11.2021 and 17.11.2021 at 3.00 PM in the Committee Room of Re-evaluation Branch, KUK to framing the guidelines for the conduct of PG 3rd Semester Courses (CBCS Only) including Law Courses in UTDs/Institutes Examinations to be held in December, 2021:-

1. Prof. Anil Vohra, Dean of Colleges, KUK **(Convener)**
2. Prof. C.C. Tripathi, Dean, Faculty of Engineering & Technology, KUK
3. Prof. Sunil Dhingra, Director, I.T. Cell, KUK
4. Controller of Examinations-I, KUK
5. Controller of Examinations-II, KUK
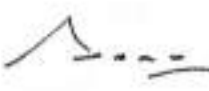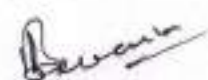
It was brought to the notice of the Standing Committee that the Classes of these students are going on through online mode due to COVID-19 and the students are under stress. The Committee discussed the matter at length and recommends as under:

1. The theory examinations of PG 3rd Semester Courses (CBCS Only) including Law Courses in UTDs/Institutes Examinations will commence w.e.f. 08.12.2021 **in blended mode.**

2. **Choice of mode i.e. offline/online will also be taken from the students** by the Director/Chairperson/Principal of Institute/Department/College concerned upto 03.12.2021 through google form.

3. Proctoring through **Google Meet is mandatory and the students will ensure that they have the proper Internet connectivity for the whole duration of the Examination. In case any student doesn't have laptop/smart mobile phone/desktop with camera or not having internet connectivity or having poor internet connectivity, he/she is required to request the Director/Chairperson/Principal of the concerned Insititute/Department/College well in time to appear in offline mode.** The concerned Director/Chairperson/Principal will make necessary arrangements of Physical examination & will provide printed copy of the question papers and University Answer Sheet to the candidate. While conducting the examinations of such candidates, the

Directors/Chairpersons/Principals will ensure that the SOPs with regard to COVID-19 issued by the Government of India/MHRD/Government of Haryana/DHE/KUK from time to time will be followed in letter in spirit.

4. The Directors/Chairpersons/Principals will appoint a Centre Supdt. who will prepare Seating Plan & will also depute one Invigilator on 20 candidates for Proctoring.

5. **The Directors/Chairpersons/Principals will ensure that strict Proctoring/Invigilation during the online examination through Google Meet is made by the teachers.** The Directors/Chairpersons/Principals will ensure that the duties with regard to the Proctoring/Invigilation are assigned to the teachers equally as per their requirement. **Disconnection/Disappearance from the Google Meet during Examination/Proctoring will be treated as use of Unfair Means by the candidate and the Invigilator may make UMC in such a case.**

6. The practical examinations including Project Reports/Viva/Training/Dissertation etc. will be got conducted internally by all the concerned Directors/Chairpersons/Principals through online/offline mode before the commencement of the theory examinations in the light of **Endst. No. ACR-2/9(viii)/21/19844-943 dated 25.10.2021 issued by Academic Branch.**

7. The question papers will be sent to all the Directors/Chairpersons/Principals through E-Mail **at 9:45 AM in the morning** and the Director/Chairperson/Principal will send the question papers to the concerned students using different electronic modes timely as per schedule of Examinations.

8. The Director/Chairperson/Principal will make wide publicity among the students that the candidate need to enclose his/her Roll No. slip alongwith the Answer Sheet as first page and has saved the Answer Book in PDF format with his/her Roll No. as the file name.

9. The Director/Chairperson/Principal will prepare a Google Form and share the link of the same with the candidates for uploading of the Answer-Books.

10. The Ex-students/Re-appear students will be required to register themselves physically in the Institute/Department/College as allotted to them on their Admit Card. The Institute/Department/College will get the required information such as Name, University Roll No., Class/Semester, subjects in which appearing, mode of examinations, E-Mail ID, WhatsApp No. & other required information. The registration fees of Rs. 50/- will be

charged by the concerned Institute/Department/College from such Ex-students/Re-appear students.
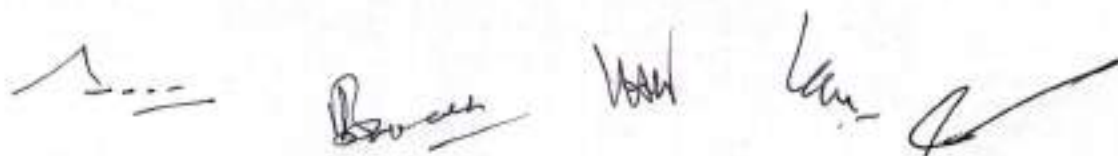
11. Proper record of daily Proctoring/Invigilation duty of students will be prepared & maintained in the Institute/Department/College. University can inspect/demand any record within a period of **3 months** from the conduct of examinations.

12. Before attempting the question paper, the candidate must ensure that the correct question paper has been supplied to him by the Institute/Department/College concerned. No complaint for attempting wrong question paper by the candidate will be entertained later on.

13. The candidate will be required to attempt the paper as per instructions given in the question paper. The time allotted will be **4 hours (i.e. 10:00 AM to 02:00 PM in the morning)** for examinations including time of downloading of question paper to sending the answer book to the concerned Director/Chairperson/Principal through Google Form.

14. The candidate will receive the Question Paper from the Director/Chairperson/Principal through Electronic Mode & will solve the question paper from their remote location on **A-4 size** paper in his/her own handwriting (as per specimen available on University Website) and maximum page limit would be **36 (Thirty Six)**. **The student will attempt questions Serial No. wise and will write the question no. in the centre of the Page so that the question No. attempted is clearly visible. The candidate will also mark Page No. on the Answer-Book.** On the first page of the Answer-Book, he/she will fill the following details:

(i) Univ. Roll No. (in figures)_____ (in words)_____
(ii) Name of the student_____ (iii) Class/Semester_____
(iv) Name of the Paper:_____ (v) Code of Paper:_____
(vi) Total No. of Pages written by candidate:_____ (vii) Date of Exam_____
(viii) Sign. of the Student:_____

15. The candidate will write the above information and Roll No, Paper Code and Page No. at each page of the sheet used. The candidate must ensure that he/she has put his/her signature on each page of the answer-sheet used by him/her. Answer-sheet without signature of the candidate will not be evaluated.

16. The candidate will be required to complete all the process & will save the PDF file by using a scanner or mobile app like **Microsoft Office Lens/Adobe Scan/vFlat App** with
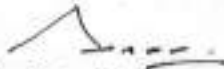
file name as his/her Roll No. He/She will ensure that the written material is clearly visible.

17. The candidate shall affix his/her latest passport size photo and place his/her signatures on the Admit Card.

18. The candidate will then submit the soft copy of his/her answer book through Google Form to the concerned Institute/Department/College within the specified period i.e. **4 hours** from commencement of examination. While sending the PDF answer book through Google Form, the candidate will ensure that he/she has also enclosed his Roll No. slip alongwith the Answer Sheet.

19. While sending the Answer Book, the candidate will write his/her Roll No., Nomenclature & Code No. of Paper in the **subject** of Google Form.

20. While attempting the examination through pen & paper, the candidate will make themselves available to sit in front of Webcam running through **Google Meet** for the full duration of the paper at their place of examination. The position of the Webcam has to be adjusted in such a way that the full view of the candidate attempting the paper is visible to the invigilator. The candidate will put his/her microphone in "off" mode during the Google Meet except the webcam.

21. The candidate will not write his/her Mobile No. etc. except in the particulars at point No. 15 otherwise Unfair Means Case will be made.

22. While attempting the paper the candidate will use blue/black pen only.

23. The Director/Chairperson/Principal will ensure that the link is opened one hour before the termination of the Examination and will be closed soon after the examination is over so that no Answer Book is accepted beyond the prescribed time limit as mentioned in the Guidelines issued by the University. In case, the Answer Book is not deposited by any student within the stipulated time period & the candidate requests the concerned Director/Chairperson/Principal with a valid reason then his/her case will be decided in a judicious manner by the Director/Chairperson/Principal. The Director/Chairperson/ Principal can seek the opinion of the Staff Council in this matter also.

24. Since, the Answer Books will be received by the Director/Chairperson/Principal on Google Drive, hence, the link of the folder of the Answer Books should be shared with the teacher concerned immediately so as to enable the evaluation process speedily. The
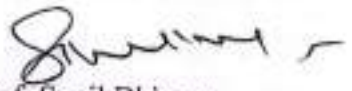
hard copy of the Award List duly signed by the Evaluator and countersigned by the Director/Chairperson/Principal of the Institute/Department/College will be submitted in the Secrecy Branch as per Proforma (**Annexure 'B'**). The Director/Chairperson/Principal will ensure that sufficient space is kept in the Google Drive by the concerned Department/Institute/College and for the purpose, they will download all the Answer Books received on Google drive on daily basis but not later than **02 days** of the termination of the concerned Paper. It will also be ensured that the work of evaluation will be got completed within 10 **(Ten) days** from the conduct of last paper.

25. The Director/Chairperson/Principal will preserve the soft copy of the Answer-books of the students date-wise in one folder using Winzip/Winrar in the Google Drive of their official E-Mail ID for the prescribed period i.e. **6 months** after the date of declaration of the Result.

26. The evaluator will award question-wise marks to the students & will deposit the record in Institute/Department/College & **the marks of the candidates will be uploaded on the KUK portal** accordingly as per guidelines of the University. Hard copy of award list duly signed by the evaluator and countersigned by the Director/Chairperson/Principal of the Institute/Department/College will be submitted in the Secrecy Branch as per Performa (**Annexure 'B'**).

27. No remuneration on account of evaluation of Project Reports/Viva/ Training/Dissertation/practical examination, duty performed as supervisory staff etc. will be paid. However, the remuneration for evaluation of answer-books & paper setting will be paid as per University norms.

28. The students who want to apply for Re-evaluation will apply within prescribed time & the Answer-books of those students will be demanded accordingly.

Prof. Anil Vohra
Dean of Colleges
KUK

Prof. C.C. Tripathi
Dean, Faculty of Engg. &
Technology, KUK

Prof. Sunil Dhingra
Director, I.T. Cell, KUK

Controller of Examinations-I

Controller of Examinations-II

70(6)

KURUKSHETRA UNIVERSITY, KURUKSHETRA

(Established by the State Legislature Act XII of 1956)

("A+" Grade, NAAC Accredited)

(AWARD LIST)

Class..

Name of the paper ....

Max. Marks..

Semester/Year..

Question Paper code...

Examiner ID No...

Sr. No.	ROLL NUMBER	Q. 1	Q. 2	Q. 3	Q. 4	Q. 5	Q. 6	Q. 7	Q. 8	Q. 9	Q. 10	Q.	Q.	Medium (H/E/P)*	Marks Obtained in Numeric	in Words
1.																
2.																
3.																
4.																
5.																
6.																
7.																
8.																
9.																
10.																
11.																
12.																
13.																
14.																
15.																
16.																

-70(7)

No.																	
17.																	
18.																	
19.																	
20.																	
21.																	
22.																	
23.																	
24.																	
25.																	
26.																	
27.																	
28.																	
29.																	
30.																	
31.																	
32.																	
33.																	
34.																	
35.																	

*H: Hindi, E: English, P: Punjabi
Certified that the Answer-books have been marked by me according to the maximum marks and minimum pass marks prescribed for this paper. The cuttings/overwritings have been duly signed by me.

Seal of Secrecy Branch

Countersigned
Sign. of Chairperson/Director/Principal
of Department/Institute/College, KUK

....
Full Signature of the Examiner
Name & Address of the Examiner
....
....
Mob. ....
E-Mail ID:..

KURUKSHETRA UNIVERSITY KURUKSHETRA
(Established by the State Legislature Act-XII of 1956)
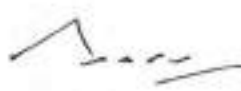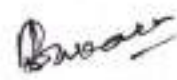### ('A+' Grade NAAC Accredited)

Proceeding of the Meeting

A meeting of the Standing Committee consisting of the following members constituted by the Vice-Chancellor was held on **21.01.2022 at 3.30 PM** in the Committee Room of Re-evaluation Branch, KUK to frame the guidelines for the conduct of B.Tech. 3rd, 5th, 7th & 8th (Special)/B.Arch. 3rd, 5th, & 7th Semester/M.Tech. 3rd Semester Examinations commencing w.e.f. 10.2.2022.

1. Prof. Anil Vohra, Dean of Colleges, KUK **(Convener)**
2. Prof. C.C. Tripathi, Dean, Faculty of Engineering & Technology, KUK
3. Prof. Sunil Dhingra, Director, I.T. Cell, KUK
4. Controller of Examinations-I, KUK
5. Controller of Examinations-II, KUK

The Committee was brought to the notice that DHE vide Memo No. E-565431 DHE-010009/1/2022-Coordination-DHE dated 2.1.2022 has closed the University/Institutes/Colleges for the students to attend the offline classes due to 3rd wave of COVID-19 Pandemic. Many representations have been received by the University from the students for conducting the forthcoming examinations of above said examinations in blended (Online/Offline) mode.

The Committee discussed the matter at length and after considering the concerns of the students recommends as under:-

1. The theory examinations of B.Tech. 3rd, 5th, 7th & 8th (Special)/B.Arch. 3rd, 5th & 7th Semester/M.Tech. 3rd Semester will be conducted in blended mode.

2. **Choice of mode i.e. offline/online will also be taken from the students through Google Form** by the Director/Principal of Institute/College concerned upto 07.02.2022.

3. Proctoring through **Google Meet is mandatory and the students will ensure that they have the proper Internet connectivity for the whole duration of the Examination. In case any student doesn't have laptop/smart mobile phone/desktop with camera or not having internet connectivity or having poor internet connectivity, he/she is required to request the Director/Principal of the concerned Institute/College well in time to appear in offline mode.** The concerned Director/Principal will make necessary arrangements of Physical examination & will provide printed copy of the question papers and University Answer Sheet to the candidate. While conducting the examinations of such

candidates, the Director/Principal will ensure that the SOPs with regard to COVID-19 issued by the Government of India/MHRD/Government of Haryana/DHE/KUK from time to time will be followed in letter & spirit.

4. The Director/Principal will appoint a Centre Supdt. who will prepare Seating Plan & will also depute one Invigilator on 20 candidates for Proctoring.

5. **The Director/Principal will ensure that strict Proctoring/Invigilation during the online examination through <u>Google Meet</u> is made by the teachers.** The Director/Principal will ensure that the duties with regard to the Proctoring/Invigilation are assigned to the teachers equally as per their requirement. **Disconnection/Disappearance from the Google Meet during Examination/Proctoring will be treated as use of Unfair Means by the candidate and the Invigilator will make UMC in such a case.**

6. Observers at District Level will be appointed by the University for making the proctoring by the Invigilators more effective during the examinations and the remunerations to the Observers will be paid as per University norms.

7. The practical examinations including Project Reports/Viva/Training/Dissertation etc. will be got conducted internally by all the concerned Director/Principal through online/offline mode before the commencement of the theory examinations.

8. The question papers will be sent to all the Director/Principal through E-Mail **at 9:15 AM in the morning & 1.15 PM in the evening** and the Director/Principal will send the question papers to the concerned students using different electronic modes timely as per schedule of Examinations.

9. The Director/Principal will make wide publicity among the students that the candidate needs to enclose his/her Roll No. slip alongwith the Answer Sheet as first page and <u>has saved the Answer Book in PDF format with his/her Roll No. as the file name.</u>

10. The Director/Principal will prepare a Google Form and share the link of the same with the candidates for uploading of the Answer-Books.

11. The Ex-students/Re-appear students will be required to register themselves physically in the Institute/College as allotted to them on their Admit Card. The Institute/College will get the required information such as Name, University Roll No., Class/Semester, subjects in which appearing, mode of examinations, E-Mail ID, WhatsApp No. & other required information. The registration fees of Rs. 50/- will be charged by the concerned Institute/College from such Ex-students of shifted/disaffiliated/closed Institutes/Colleges.
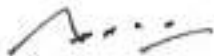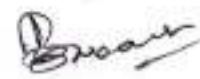
12. Proper record of daily Proctoring/Invigilation of students will be prepared & maintained in the Institute/College. University can inspect/demand any record within a period of **3 months** from the conduct of examinations.

13. Before attempting the question paper, the candidate must ensure that the correct question paper has been supplied to him/her by the Institute/College concerned.

14. No complaint for attempting wrong question paper by the candidate will be entertained later on.

15. The candidate will be required to attempt the paper as per instructions given in the question paper. The time allotted will be **4 hours (i.e. 9.30 AM to 1:30 PM in the morning & 1.30 P.M. to 5.30 P.M. in the evening)** for examinations including time of downloading of question paper to sending the answer book to the concerned Director/Principal through Google Form.

16. The candidate will receive the Question Paper from the Director/Principal through Electronic Mode & will solve the question paper from their remote location on **A-4 size** paper in his/her own handwriting (as per specimen available on University Website) and maximum page limit would be **36 (Thirty Six). The student will attempt questions Serial No. wise and will write the question no. in the centre of the Page so that the question No. attempted is clearly visible. The candidate will also mark Page No. on the Answer-Book.** On the first page of the Answer-Book, he/she will fill the following details:

    (i) Univ. Roll No. (in figures)_____   (in words)_____
    (ii) Name of the student_____   (iii) Class/Semester _____
    (iv) Name of the Paper: _____   (v) Code of Paper: _____
    (vi) Total No. of Pages written by candidate: _____   (vii) Date of Exam_____
    (viii) Sign. of the Student: _____

17. The candidate will write the above information and Roll No, Paper Code and Page No. at each page of the sheet used. The candidate must ensure that he/she has put his/her signature on each page of the answer-sheet used by him/her. Answer-sheet without signature of the candidate will not be evaluated.

18. The candidate will be required to complete all the process & will save the PDF file by using a scanner or mobile app like **Microsoft Office Lens/Adobe Scan/vFlat App** with file name as his/her Roll No. He/She will ensure that the written material is clearly visible.

19. The candidate shall affix his/her latest passport size photo and place his/her signatures on the Admit Card.
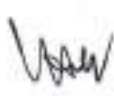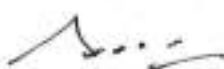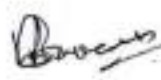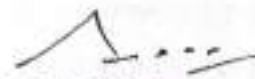
20. The candidate will then submit the soft copy of his/her answer book through Google Form to the concerned Institute/College within the specified period i.e. **4 hours** from commencement of examination. While sending the PDF answer book through Google Form, the candidate will ensure that he/she has also enclosed his Roll No. slip alongwith the Answer Sheet.

21. While sending the Answer Book, the candidate will write his/her Roll No., Nomenclature & Code No. of Paper in the **subject** of Google Form.

22. While attempting the examination through pen & paper, the candidate will make themselves available to sit in front of Webcam running through **Google Meet** for the full duration of the paper at their place of examination. The position of the Webcam has to be adjusted in such a way that the full view of the candidate attempting the paper is visible to the invigilator. The candidate will put his/her microphone in "off" mode during the Google Meet except the webcam.

23. The candidate will not write his/her Mobile No. etc. except in the particulars at point No. 15 otherwise Unfair Means Case will be made.

24. While attempting the paper the candidate will use blue/black pen only.

25. The Director/Principal will ensure that the link is opened one hour before the commencement of the Examination and will be closed soon after the examination is over so that no Answer Book is accepted beyond the prescribed time limit as mentioned in the Guidelines issued by the University. In case, the Answer Book is not deposited by any student within the stipulated time period & the candidate requests the concerned Director/Principal with a valid reason then his/her case will be decided in a judicious manner by the Director/Principal. The Director/ Principal can seek the opinion of the Staff Council in this matter also.

26. Since, the Answer Books will be received by the Director/Principal on Google Drive, hence, the link of the folder of the Answer Books should be shared with the teacher concerned immediately so as to enable the evaluation process speedily. The hard copy of the Award List duly signed by the Evaluator and countersigned by the Director/Principal of the Institute/College will be submitted in the Secrecy Branch as per Proforma (**Annexure 'B'**). The Director/Principal will ensure that sufficient space is kept in the Google Drive by the concerned Institute/College and for the purpose, they will download all the Answer Books received on Google drive on daily basis but not later than **02 days** of the termination of the concerned Paper. It will also be ensured that the work of evaluation will

be got completed within 10 **(Ten) days** from the conduct of last paper.

27. The Director/Principal will preserve the soft copy of the Answer-books of the students date-wise in one folder using Winzip/Winrar in the Google Drive of their official E-Mail ID for the prescribed period i.e. **6 months** after the date of declaration of the Result.

28. The evaluator will award question-wise marks to the students & will deposit the record in Institute/College & **the marks of the candidates will be uploaded on the KUK portal** accordingly as per guidelines of the University. Hard copy of award list duly signed by the evaluator and countersigned by the Director/Principal of the Institute/College will be submitted in the Secrecy Branch as per Proforma **(Annexure 'B')**.

29. No remuneration on account of evaluation of Project Reports/Viva/ Training/Dissertation/practical examination, duty performed as supervisory staff etc. will be paid. However, the remuneration for evaluation of answer-books & paper setting will be paid as per University norms.

30. The students who want to apply for Re-evaluation will apply within prescribed time & the Answer-books of those students will be demanded accordingly.

Prof. Anil Vohra
Dean of Colleges
KUK

Prof. C.C. Tripathi
Dean, Faculty of Engg. &
Technology, KUK

Prof. Sunil Dhingra
Director, I.T. Cell, KUK

Controller of Examinations-I

Controller of Examinations-II

-e- 70(13)

KURUKSHETRA UNIVERSITY, KURUKSHETRA

(Established by the State Legislature Act XII of 1956)

("A+" Grade, NAAC Accredited)

(AWARD LIST)

Semester/Year..

Class...

Question Paper code...

Name of the paper ....

Examiner ID No...

Max. Marks...

Sr. No.	ROLL NUMBER	Q. 1	Q. 2	Q. 3	Q. 4	Q. 5	Q. 6	Q. 7	Q. 8	Q. 9	Q. 10	Q.	Q.	Medium (H/E/P)*	Marks Obtained	
															in Numeric	in Words
1.																
2.																
3.																
4.																
5.																
6.																
7.																
8.																
9.																
10.																
11.																
12.																
13.																
14.																
15.																
16.																

x= 70(14)

17.																	
18.																	
19.																	
20.																	
21.																	
22.																	
23.																	
24.																	
25.																	
26.																	
27.																	
28.																	
29.																	
30.																	
31.																	
32.																	
33.																	
34.																	
35.																	

*H: Hindi, E: English, P: Punjabi

Certified that the Answer-books have been marked by me according to the maximum marks and minimum pass marks prescribed for this paper. The cuttings/overwritings have been duly signed by me.

Seal of Secrecy Branch

Countersigned
Sign. of Chairperson/Director/Principal
of Department/Institute/College, KUK

Full Signature of the Examiner
Name & Address of the Examiner

....

....

Mob. ....

E-Mail ID: ....

KURUKSHETRA UNIVERSITY KURUKSHETRA
(Established by the State Legislature Act-XII of 1956)
('A+' Grade NAAC Accredited)

Proceeding of the Meeting

A meeting of the Standing Committee consisting of the following members constituted by the Vice-Chancellor was held on **09.02.2022** at **12.30 PM** in the Committee Room of Re-evaluation Branch, KUK to frame the guidelines for the conduct of the following examinations:-

1. Prof. Anil Vohra, Dean of Colleges, KUK **(Convener)**
2. Prof. C.C. Tripathi, Dean, Faculty of Engineering & Technology, KUK
3. Prof. Sunil Dhingra, Director, I.T. Cell, KUK
4. Controller of Examinations-I, KUK
5. Controller of Examinations-II, KUK

Name of the Examinations	Date of Commencement
UG (Semester)	23.2.2022
PG 1st Semester (CBCS & Non-CBCS) and PG 3rd Semester (Non-CBCS)	02.03.2022
B.Tech./B.Arch./M.Tech. Ist Semester	07.03.2022

The Committee was brought to the notice that many representations have been received from the students by the University for conducting the forthcoming examinations in blended (Online/Offline) mode.

The Committee discussed the matter at length and after considering the concerns of the students recommends as under:-

1. The theory examinations of above said courses will be conducted in blended mode.

2. **Choice of mode i.e. offline/online will also be taken from the students through Google Form** by the Chairperson/Director/Principal of Department/Institute/College concerned atleast three days before the commencement of examinations.

3. Proctoring through **Google Meet** is mandatory and the students will ensure that they have the proper Internet connectivity for the whole duration of the Examination. In case any student doesn't have laptop/smart mobile phone/desktop with camera or not having internet connectivity or having poor internet connectivity, he/she is required to request the **Chairperson/Director/Principal** of the concerned **Department/Institute/College well in time to appear in offline mode.** The concerned Chairperson/Director/Principal will make necessary arrangements of Physical examination & will provide printed copy of the question papers and University Answer Sheet to the

candidate. While conducting the examinations of such candidates, the Chairperson/Director/Principal will ensure that the SOPs with regard to COVID-19 issued by the Government of India/MHRD/Government of Haryana/DHE/KUK from time to time will be followed in letter & spirit.

4. The Chairperson/Director/Principal will appoint a Centre Supdt. who will prepare Seating Plan & will also depute one Invigilator on 20 candidates for Proctoring.

5. **The Chairperson/Director/Principal will ensure that strict Proctoring/Invigilation during the online examination through Google Meet is made by the teachers.** The Chairperson/Director/Principal will ensure that the duties with regard to the Proctoring/Invigilation are assigned to the teachers equally as per their requirement. **Disconnection/Disappearance from the Google Meet during Examination/Proctoring will be treated as use of Unfair Means by the candidate and the Invigilator will make UMC in such a case.**

6. Observers at District Level will be appointed by the University for making the proctoring by the Invigilators more effective during the examinations and he may be allowed to appoint one member with him. The remuneration to the Observers and members will be paid as per University norms.

7. The practical examinations including Project Reports/Viva/Training/Dissertation etc. will be got conducted internally by all the concerned Chairperson/Director/Principal through online/offline mode before the commencement of the theory examinations.

8. The question papers will be sent to all the Chairperson/Director/Principal through E-Mail at **9:15 AM in the morning & 1.15 PM in the evening** and the Chairperson/Director/Principal will send the question papers to the concerned students using different electronic modes timely as per schedule of Examinations.

9. The Chairperson/Director/Principal will make wide publicity among the students that the candidate needs to enclose his/her Roll No. slip alongwith the Answer Sheet as first page and has saved the Answer Book in PDF format with his/her Roll No. as the file name.

10. The Chairperson/Director/Principal will prepare a Google Form and share the link of the same with the candidates for uploading of the Answer-Books.

11. The Ex-students/Re-appear students will be required to register themselves physically in the Department/Institute/College as allotted to them on their Admit Card. The Department/Institute/College will get the required information such as Name, University Roll No., Class/Semester, subjects in which appearing, mode of examinations, E-Mail ID,
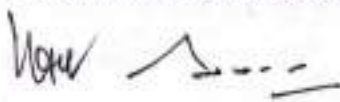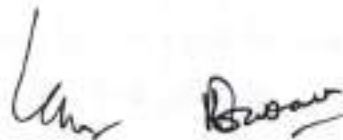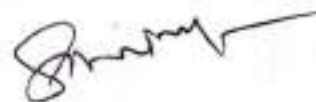
WhatsApp No. & other required information. The registration fees of Rs. 50/- will be charged by the concerned Institute/College from such Ex-students of shifted/disaffiliated/closed Institutes/Colleges.

12. Proper record of daily Proctoring/Invigilation of students will be prepared & maintained in the Department/Institute/College. University can inspect/demand any record within a period of **3 months** from the conduct of examinations.

13. Before attempting the question paper, the candidate must ensure that the correct question paper has been supplied to him/her by the Department/Institute/College concerned.

14. No complaint for attempting wrong question paper by the candidate will be entertained later on.

15. The candidate will be required to attempt the paper as per instructions given in the question paper. The time allotted will be **4 hours (i.e. 9.30 AM to 1:30 PM in the morning & 1.30 P.M. to 5.30 P.M. in the evening)** for examinations including time of downloading of question paper to sending the answer book to the concerned Chairperson/Director/Principal through Google Form.

16. The candidate will receive the Question Paper from the Chairperson/Director/Principal through Electronic Mode & will solve the question paper from their remote location on **A-4 size** paper in his/her own handwriting (as per specimen available on University Website) and maximum page limit would be **36 (Thirty Six). The student will attempt questions Serial No. wise and will write the question no. in the centre of the Page so that the question No. attempted is clearly visible. The candidate will also mark Page No. on the Answer-Book.** On the first page of the Answer-Book, he/she will fill the following details:

   (i) Univ. Roll No. (in figures)_____   (in words)_____

   (ii) Name of the student_____   (iii) Class/Semester_____

   (iv) Name of the Paper:_____   (v) Code of Paper:_____

   (vi) Total No. of Pages written by candidate:_____   (vii) Date of Exam_____

   (viii) Sign. of the Student:_____

17. The candidate will write the above information and Roll No, Paper Code and Page No. at each page of the sheet used. The candidate must ensure that he/she has put his/her signature on each page of the answer-sheet used by him/her. Answer-sheet without signature of the candidate will not be evaluated.

18. The candidate will be required to complete all the process & will save the PDF file by using a scanner or mobile app like **Microsoft Office Lens/Adobe Scan/vFlat App** with file name as his/her Roll No. He/She will ensure that the written material is clearly visible.

19. The candidate shall affix his/her latest passport size photo and place his/her signatures on the Admit Card.

20. The candidate will then submit the soft copy of his/her answer book through Google Form to the concerned Institute/College within the specified period i.e. **4 hours** from commencement of examination. While sending the PDF answer book through Google Form, the candidate will ensure that he/she has also enclosed his Roll No. slip alongwith the Answer Sheet.

21. While sending the Answer Book, the candidate will write his/her Roll No., Nomenclature & Code No. of Paper in the **subject** of Google Form.

22. While attempting the examination through pen & paper, the candidate will make themselves available to sit in front of Webcam running through **Google Meet** for the full duration of the paper at their place of examination. The position of the Webcam has to be adjusted in such a way that the full view of the candidate attempting the paper is visible to the invigilator. The candidate will put his/her microphone in "off" mode during the Google Meet except the webcam.

23. The candidate will not write his/her Mobile No. etc. except in the particulars at point No. 15 otherwise Unfair Means Case will be made.

24. While attempting the paper the candidate will use blue/black pen only.

25. The Chairperson/Director/Principal will ensure that the link is opened one hour before the commencement of the Examination and will be closed soon after the examination is over so that no Answer Book is accepted beyond the prescribed time limit as mentioned in the Guidelines issued by the University. In case, the Answer Book is not deposited by any student within the stipulated time period & the candidate requests the concerned Chairperson/Director/Principal with a valid reason then his/her case will be decided in a judicious manner by the Chairperson/Director/Principal. The Chairperson/Director/ Principal can seek the opinion of the Staff Council in this matter also.

26. Since, the Answer Books will be received by the Chairperson/Director/Principal on Google Drive, hence, the link of the folder of the Answer Books should be shared with the teacher concerned immediately so as to enable the evaluation process speedily. The hard copy of the Award List duly signed by the Evaluator and countersigned by the
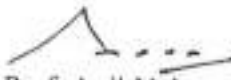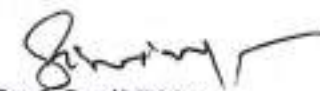
Chairperson/Director/Principal of the Department/Institute/College will be submitted in the Secrecy Branch as per Proforma (**Annexure 'B'**). The Chairperson/Director/Principal will ensure that sufficient space is kept in the Google Drive by the concerned Department/Institute/College and for the purpose, they will download all the Answer Books received on Google drive on daily basis but not later than **02 days** of the termination of the concerned Paper. It will also be ensured that the work of evaluation will be got completed within 10 **(Ten) days** from the conduct of last paper.

27. The Chairperson/Director/Principal will preserve the soft copy of the Answer-books of the students date-wise in one folder using Winzip/Winrar in the Google Drive of their official E-Mail ID for the prescribed period i.e. **6 months** after the date of declaration of the Result.

28. The evaluator will award question-wise marks to the students & will deposit the record in Department/Institute/College & **the marks of the candidates will be uploaded on the KUK portal** accordingly as per guidelines of the University. Hard copy of award list duly signed by the evaluator and countersigned by the Chairperson/Director/Principal of the Department/Institute/College will be submitted in the Secrecy Branch as per Proforma **(Annexure 'B').**

29. No remuneration on account of evaluation of Project Reports/Viva/ Training/Dissertation/practical examination, duty performed as supervisory staff etc. will be paid. However, the remuneration for evaluation of answer-books & paper setting will be paid as per University norms.

30. The students who want to apply for Re-evaluation will apply within prescribed time & the Answer-books of those students will be demanded accordingly.

Prof. Anil Vohra
Dean of Colleges
KUK

Controller of Examinations-I

Prof. C.C. Tripathi
Dean, Faculty of Engg. &
Technology, KUK

Prof. Sunil Dhingra
Director, I.T. Cell, KUK

Controller of Examinations-II

-& 70(20)

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

(AWARD LIST)

Class..

Name of the paper ....

Max. Marks...

Semester/Year...

Question Paper code...

Examiner ID No...

Sr. No.	ROLL NUMBER	Q. 1	Q. 2	Q. 3	Q. 4	Q. 5	Q. 6	Q. 7	Q. 8	Q. 9	Q. 10	Q.	Q.	Medium (H/E/P)*	Marks Obtained	
															in Numeric	in Words
1.																
2.																
3.																
4.																
5.																
6.																
7.																
8.																
9.																
10.																
11.																
12.																
13.																
14.																
15.																
16.																

70(21)

17.																
18.																
19.																
20.																
21.																
22.																
23.																
24.																
25.																
26.																
27.																
28.																
29.																
30.																
31.																
32.																
33.																
34.																
35.																

*H: Hindi, E: English, P: Punjabi

Certified that the Answer-books have been marked by me according to the maximum marks and minimum pass marks prescribed for this paper. The cuttings/overwritings have been duly signed by me.

Seal of Secrecy Branch

Countersigned
Sign. of Chairperson/Director/Principal
of Department/Institute/College, KUK

Full Signature of the Examiner
Name & Address of the Examiner
....
....
Mob. ....
E-Mail ID: ....

KURUKSHETRA UNIVERSITY KURUKSHETRA
(Established by the State Legislature Act-XII of 1956)
('A+' Grade NAAC Accredited)

Proceedings of the Meeting

The meeting of the Standing Committee consisting of the following members constituted by the Vice-Chancellor was held on 29.3.2022 at 3.30 P.M. in the Committee Room of Re-evaluation Branch, KUK to frame the guidelines for the conduct of University Examinations commencing w.e.f. 25.4.2022 onwards:
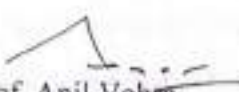
1. Prof. Anil Vohra, Dean of Colleges, KUK **(Convener)**
2. Prof. C.C. Tripathi, Dean, Faculty of Engineering & Technology, KUK
3. Prof. Sunil Dhingra, Director, I.T. Cell, KUK
4. Controller of Examinations-I, KUK
5. Controller of Examinations-II, KUK

It was brought to the notice of the Standing Committee that the Examinations of M.Ed. Ist Semester, B.Ed. (2 years) (Supplementary) for affiliated Colleges & UG/PG Annual examinations for those students who have given their consent for re-exams. will commence we.f. 25.4.2022 onwards. For the smooth conduct of examinations, the guidelines regarding mode of examination etc. are required to be framed. The Committee was also brought to the notice that the Haryana Govt. vide notification dated 16.02.2022 has lifted up all the restriction regarding COVID-19 from the State. Now, the Centre Govt. has also announced to lift all the restrictions w.e.f. 31.3.2022. The Committee discussed the matter at length and recommends as under:

1. The Examinations of the aforesaid courses commencing w.e.f. 25.4.2022 will be conducted in offline mode.

2. The Students who are suffering from COVID-19 or are having symptoms should not come for the examinations. Such candidates will submit a request to his/her Head of the Institute well in time alongwith a Medical Certificate/COVID report issued by the competent authority, then his/her examination will be got conducted later on.

3. While appearing in the examination, the candidate will be required to wear the mask and will bring own sanitizer and transparent water bottle.

4. The Centre Supdts./Deputy Supdts. & other Staff will be appointed internally by the Colleges at their own level. However, the Observers will be appointed by the University to check the malpractices/copying at the examination centres.
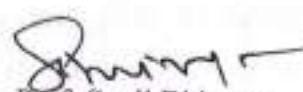
5. The Invigilating Staff ratio would be 1:40 (One Invigilator for every forty candidates)

6. The practical examinations including Project Reports/Viva/Training/Dissertation etc. will be got conducted externally by all the concerned Directors/Principals through offline mode for which the schedule will be notified by the Conduct Branch later on.

7. While attempting the paper, the candidate will use blue/black ball pen only.

8. The concerned Examination Branches will release the Admit Cards one week before the commencement of aforesaid examinations.

9. The candidate will be required to attempt the paper as per instructions printed in the question paper.

10. The remuneration during the conduct of aforesaid examinations duties such as Paper Setting, Supervisory duties including Supdt.-in-Cheif, Observer duties, evaluation of Answer Sheet & Practical examination duties will be made by the University as per approved rates already notified by the Conduct/Secrecy Branch

11. A temporary advance on account of contingency expenses will be released by the Accounts Branch to the concerned College on the recommendation of the Conduct Branch.

Prof. Anil Vohra
Dean of Colleges
KUK

Prof. C.C. Tripathi
Dean, Faculty of Engg. &
Technology, KUK

Prof. Sunil Dhingra
Director, I.T. Cell, KUK

Controller of Examinations-I

Controller of Examinations-II

KURUKSHETRA UNIVERSITY KURUKSHETRA

(Established by the State Legislature Act-XII of 1956)

('A+' Grade NAAC Accredited)

Proceedings of the Meeting

The meeting of the Standing Committee consisting of the following members constituted by the Vice-Chancellor was held on 20.4.2022 at 3.30 P.M. in the O/o the Controller of Examinations-I, KUK to frame the guidelines for the conduct of various University Examinations of Even Semester Classes (IV/VI/VIII/X) of the UG & PG Courses of the UTDs/Institutes commencing w.e.f. 17.5.2022 onwards:
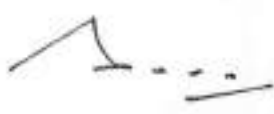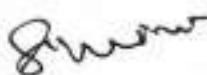
1. Prof. Anil Vohra, Dean of Colleges, KUK (Convener)
2. Prof. C.C. Tripathi, Dean, Faculty of Engineering & Technology, KUK
3. Prof. Sunil Dhingra, Director, I.T. Cell, KUK
4. Controller of Examinations-I, KUK
5. Controller of Examinations-II, KUK

It was brought to the notice of the Standing Committee that the Academic Branch vide Endst. No. ACR-2/9(viii)/22/4537-4616 dated 20.4.2022 has notified the schedule of Examinations of Even Semester Classes (IV/VI/VIII/X) of the Undergraduate and Post-graduate Courses of the UTDs/Institutes only to be commenced w.e.f. 17.5.2022 in **offline mode**. Accordingly, the guidelines are required to be framed so that these examinations could be got conducted in offline mode. The Committee discussed the matter at length and recommends as under:

1. The Examinations of UG/PG (Semester)/Engg./B.Ed. of affiliated Colleges/Institutes including Examinations of UG/PG (Annual)/B.Ed. (DDE)/Diplomas/PG Diplomas/Certificates Courses will also be got conducted in **Offline mode.**

2. The Students who are suffering from COVID-19 or are having symptoms should not come for the examinations. Such candidates will submit a request to his/her Head of the Institute well in time alongwith a Medical Certificate/COVID report issued by the competent authority(should not be older than 48 hours), then his/her examination will be got conducted later on.

3. The foreign students of Afganistan who have stuck in Afganistan due to Visa issue will only have the option to attempt the examination in online mode. Such candidates will be required to give their representation to the concerned
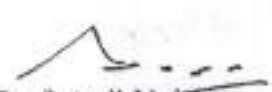
Department/Institute/College through Advisor, International Students, KUK. The Director/Chairperson/Principal on the basis of the representation duly received through Advisor, International Students, KUK will make necessary arrangement to conduct the examination of such candidates in online mode through **Google Meet.** While conducting the examination of such candidates, the question paper will be sent through E.Mail and the Answer Sheets will be got collected through Google Form. The concerned Department/Institute/College will ensure that the proctoring is being made of the candidate for the whole duration of examination i.e. three hours. For completing the whole process the candidate will be given one hour extra in addition to the time allotted in question paper. Proper record of proctoring & other relevant documents will be preserved/maintained by the concerned Department/Institute/College up to six months after the date of declaration of the result of concerned class/semester. A list of such candidates alongwith Roll Nos. & Subjects will also be shared with the Secrecy Branch by the concerned Department/Institute/College for ready reference.
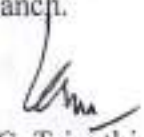
4. While appearing in the examination, the candidate will be allowed to bring his/her own sanitizer and transparent water bottle.

5. The appointment of the Supervisory Staff i.e. Supdt.-in-Chief, Additional Supdt.-in-Chief, Centre Supdt., Deputy Supdt., Assistant Superintendent & other Supervisory Staff will be made as per past practice while conducting the offline mode examinations. The Observers will also be appointed by the University/Nodal Centres to check the malpractices/copying at the examination centres. For the purpose the services of retired teachers may also be utilized.

6. The Nodal Centres for distribution of question papers/collection of Answer Sheets will be created by the Conduct Branch as per requirement. The sufficient Nos. of Spot Evaluation Centres will also be created by the Secrecy Branch for speedily evaluation of the answer sheets.

7. The Secrecy Branch will collect the sealed bundles of Answer-Sheets from the Nodal Centres from time to time and will sent to the Spot Evaluation Centres after getting the same scanned from the Agency hired for the purpose to hide the identity of the candidates for transparent and fair evaluation process.
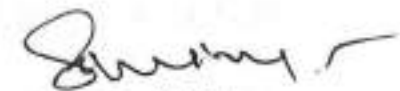
8. The Invigilating Staff ratio would be 1:40 (One Invigilator for every forty candidates)

9. The practical examinations including Project Reports/Viva/Training/Dissertation etc. will be got conducted externally by all the concerned Chairpersons/Directors/Principals through offline mode before the theory examinations in view of the Notification of the Academic Branch vide Endst. No. ACR-2/9(viii)/22/4537-4616 dated 20.4.2022. In UG/PG (Annual)/B.Ed.(DDE)/PG Diploma/Diploma in Certificate Courses, the Practical examinations will be got conducted after theory examinations for which the scheduled will be notified by the Conduct Branch later on.

10. While attempting the paper, the candidate will use blue/black ball pen only.

11. The concerned Result Branches will release the Admit Cards one week before the commencement of aforesaid examinations.

12. The candidate will be required to attempt the paper as per instructions printed in the question paper.

13. The remunerations/TA/DA during the conduct of aforesaid examinations duties such as Paper Setting, Supervisory duties including Supdt.-in-Chief, Additional Supdt.-in-Chief, Observer duties, evaluation of Answer Sheet, Practical examination duties, Viva Voce, Dissertation evaluation, Nodal Centre/Spot Evaluation Staff will be made by the University as per approved rates already notified by the Conduct/Secrecy Branch

14. A temporary advance on account of contingency expenses will be released by the Accounts Branch to the concerned examination centres on the recommendation of the Conduct Branch. In addition to the above, the temporary advance will also be released by the Accounts Branch for Nodal Centres created for distribution of question papers & Spot Evaluation on the recommendation of the Conduct Branch & Secrecy Branch.

Prof. Anil Vohra
Dean of Colleges,
KUK

Prof. C.C. Tripathi
Dean, Faculty of Engg. &
Technology, KUK

Prof. Sunil Dhingra
Director, I.T. Cell,
KUK

Controller of Examinations-I

Controller of Examinations-II

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

Minutes of the meeting of the Standing Ordinance Committee held on be held on 25.08.2022 at 1 P.M. in the office of the Dean Academic Affairs to consider/examine the draft Ordinance for Certificate Course in Moral & Spiritual Counseling (Evening course) from the Session 2022-23 as per Annexure-I :

MEMBERS PRESENT

1. Dean Academic Affairs
2. Dean, Faculty of Indic Studies
3. Chairperson, Department of Philosophy
4. Controller of Examinations-II
5. Deputy Registrar (Academic)

The Committee perused/considered the draft Ordinance for Certificate Course in Moral & Spiritual Counseling (Evening course) being run in the department of Philosophy w.e.f. the Session 2022-23 duly supplied by the Chairperson, Department of Philosophy after making necessary amendments/additions in some Clause (s) as proposed by the Committee in it earlier meeting held on 11.07.2022.

After detailed deliberations, the Committee observed that all the necessary provisions have been incorporated in the new Ordinance as per Annexure-I. The Committee unanimously recommended that the above said draft Ordinance be put up to the higher authority for consideration.

DEAN ACADEMIC AFFAIRS

71(2)

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

NOTIFICATION

The Hon'ble Vice-Chancellor under Section 11(5) of the K.U. Act & Statutes, 1986 in anticipation of the approval of the Academic Council/Executive Council, has approved the new Ordinance for Certificate Programme in Moral & Spiritual Counseling (Evening Course) under Credit Based System (CBS) being run in the Department of Philosophy w.e.f. Session 2022-23 as per Annexure-I.

Further necessary action may please be taken accordingly.

REGISTRAR

Endst. No. ACR-I/412/22/ 12617 – 31 Dated: 15.9.2022

Copy of the above alongwith Annexure I is forwarded to the following for information and necessary action: -

1. Dean Academic Affairs
2. Dean, Faculty of Indic Studies.
3. Chairperson, Department of Philosophy.
4. Controller of Examinations-I&II
5. Deputy Registrar (Academic)
6. Deputy Registrar/Asstt. Registrar/Admn. Officer (R-I/II/III/ Regn.).
7. OSD to Vice-Chancellor, KUK
8. Assistant Registrar o/o of the Registrar, KUK
9. ACR-II (Academic Section)

D.A. As Above.

Deputy Registrar (Academic)
for Registrar

ORDINANCE – Certificate Programme in Moral & Spiritual Counseling

1. The duration of the Certificate Programme in Moral & Spiritual Counseling shall be one academic year (i.e. Two Semesters) under Credit based System(CBS). This course shall be offered by the Department of Philosophy in regular mode (Evening Programme).

2. The examination shall be held in the month of December/January& May/June, on the dates notified by the Controller of Examinations.

3. The last date(s) by which the examination forms and fees must reach to the Controller of Examinations shall be as per schedule of K.U. Calendar.

4. A person who has passed Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana or an examination recognised as equivalent thereto or higher degree, shall be eligible for admission to the programme.

5. A student who possesses the qualification laid down in Clause 4 above and has been on the rolls of the Department/recognised College for the programme during the academic year preceding the examination and produces the following Certificate 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 attendance 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 Course.
    (b) Tutorial /Assignments: Up to 15%.

7. A student who has completed the prescribed courses of instructions in the Department/Institute, 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(s) of instruction, on payment, on each occasion, of the same fee as prescribed in Clause 8 below.

    7.1 A candidate who has failed in one course, may be allowed to re-appear only twice in the course(s) at the subsequent examination.
    7.2 A candidate who fails to pass the examination of Certificate Programme in Moral& Spiritual Counseling 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 Programme after the time limit.

8. The Practical/Viva –Voce examination as prescribed in the Scheme of Examination shall be conducted by two internal examiners.

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

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. **Assessment and Evaluation**

11.1 Each candidate shall be examined in the course(s) as laid down in the schemes and syllabus prescribed by the Academic Council from time to time through a system of Continuous Comprehensive Assessment (CCA) using a mix of Internal and End term evaluation. The Internal Assessment and End term evaluation for different courses of programme shall carry weightage of 50% each except for the courses where a different weightage is specified in the syllabus.

11.2 Student Progression and Mentoring

The students will be assessed through a system of Continuous Comprehensive Assessment (CCA) by the teachers of the department using templates of evaluation rubrics and Learning Outcome-based evaluation (Annexure-1) to help their progression through the programme. A complete record should be maintained by the teachers for the same. The confidentiality of all reports of mentoring shall be maintained by the teachers to respect the privacy of students.

11.2.1 Internal assessment shall be based on clearly defined components of a

    a. Class participation (10%),

    b. Mid term exam of 2 hour duration (30 %)

    c. Assignments-presentations (10 %)

    d. Class participation, mid term exam, assignments and end term exam will have a mix of theory and practical as per the course requirements as specified in the syllabus.

11.2.2. End term Examination i.e. rest 50% will be based on end term examination of 3 hours duration or as prescribed in syllabus.

11.2.3 The pass percent will be 40% marks in each course (Theory and Practical separately), field survey, training and project report (s). The aggregate of Internal and External examinations will be used to compute percent.

11.3 The Chairperson/teachers shall ensure uploading of the Internal Assessment marks at least one week before the commencement of the End term Semester Examinations on the examination portal as notified by the Controller of Examinations.

11.4 The marks obtained by a candidate for the Internal Assessment/Field Survey/Training Reports/lab works/seminars/Dissertation, who is permitted to re-appear for the purpose of passing the examination shall be carried forward.

11.5 The Principal shall preserve the record on the basis of which the internal assessment awards are prepared, for inspection, if needed by the University, upto one year from the date of declaration of semester examination results.

12. The medium of instructions and examination shall be Hindi and English. The candidates shall write their scripts in Hindi/ English. The questions paper shall be set both in Hindi and English languages.

13. The minimum number of marks required to pass the examination in each Part/Semester shall be as under:-
   (i) Grade 'P' in each theory paper;
   (ii) Grade 'P' in each practical examination or Dissertation or Project Report or Training Report/ Viva-Voce examination, where prescribed.
   (iii) Grade 'P' in the aggregate of Sessionals, where prescribed, and examination for each theory and practical subject.

14. 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.

15. 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.

16. Award of grades and the corresponding grade points should be based on Absolute marks as under. The conversion factor for conversion from SGPA/CGPA to percentage of marks shall be 10.

Letter grade	Grade Point	Marks
O (Outstanding)	10	85-100
A+ (Excellent)	9	75-84
A (Very good)	8	65-74
B+ (Good)	7	55-64
B (Above Average)	6	50-54
C (Average)	5	41-49
P (Pass)	4	40
F(Fail)	0	Less than 40
Ab	0	Absent

Note: (1) A candidate eligible to take the examination obtaining Grade F or Ab will be considered to re-appear to have failed in the examination/paper(s). Such a candidate will be required to re-appear in that examination/paper(s) within the permissible chances given in the concerned Ordinance for obtaining pass grade.

(2) A candidate who has not attended requisite percentage of lectures in a course and/or obtained pass marks in Internal Assessment, where prescribed will also be awarded Grade 'F'. Such a candidate will have to repeat that course(s) to

complete the attendance requirement and obtain pass marks in Internal Assessment.

(3) If 'F'/'Ab' Grade is awarded to a candidate 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 'F'/'Ab' Grade in major project, the same will not be eligible for the award of degree.

(4) For non credit courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

17   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 this University, except for such courses where classes are held 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 Worthy Vice-Chancellor.

Annexure-1

Evaluation rubrics

Class participation: Discussions, raising relevant issues, analysis, synthesis, updated readings	Never	Rarely	Sometimes	Always
Learning level Evaluation scale (1-4) (1; <30%, 2; 30-59%, 3;60-70 %, 4; > 70 %)[% denotes marks on absolute scale]	**Beginner (1)**	**Progressing (2)**	**Proficient (3)**	**Excellent (4)**
Training/ Internship report (Content, organization, writing, visual appeal)	Very little understanding and application	Somewhat understanding and application	Good understanding and application	Excellent understanding an application
Dissertation (Format, content, Methodology, analysis, Visuals, Citation)	Very little understanding and application of research	Somewhat understanding and application of research	Good understanding and application of research	Excellent understanding ar application of research
Assignment and presentation (Introduction, Research, Conclusions, Writing, speaking/body language, use of power point)	Vague/irrelevant	Somewhat clear and relevant	Clear and relevant	very Clear and relevant

	Not able to complete tasks	Good ability to perform tasks	High ability to perform tasks	Very high ability to perform tasks
Practicals (Set up experiment, demonstrate, arrange data, analyse, explain, write report/journal)				
Mid term Exam (Completeness, Understanding, Argument, Structure and writing)	Poor	Average	Good	Very good
End term Exam (Completeness, Understanding, Argument, Structure and writing)	Poor	Average	Good	Very good
Training/ Internship Report (Content, organization, writing, visual appeal)	Below Average understanding and application	Average understanding and application	Good understanding and application	Very good understanding ar application
Dissertation (Format, content, Methodology, analysis, Visuals, Citation)	Below Average understanding and application of research	Average understanding and application of research	Good understanding and application of research	Very good understanding a application of research