

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



K.U. CALENDAR VOLUME-II
(PART-C)
(New Ordinances)
(Including NEP-2020)

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

(w.e.f. the session 2013-14)

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

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

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

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

*3.1 A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or an examination recognized as equivalent thereto with at least 40% marks in the Commerce Group or 50% marks in the Non-Commerce Groups (Humanities & Science) with English as one of the subjects shall be eligible to join the First Semester of the B.Com. (Hons.) course.

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

(a) Supplementary examination of the same year;

OR

(b) Annual Examination of the following year.

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

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

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

* Approved vide Executive Council Resolution No. 33(2) of 01.12.2014.

* **w.e.f. the session 2014-15, Clause 3.1 be read as under:**

A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or an examination recognized as equivalent thereto with at least 50% marks in the aggregate in any stream with English as one of the subjects shall be eligible to join the First Semester of the B.Com. (Hons.) course.

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

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

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

Marks for Attendance will be given as under :

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

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

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

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

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

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

In the case of a candidate, who passed the requisite examination, under the rules relating to Re-appear/Compartment, the period of one academic year shall be counted from the examination in which he/she is placed first under Re-appear/Compartment.
- (b) has remained on the rolls of the College during one Semester preceding the examination; and
- (c) has his/her Examination form submitted to the Examinations Branch through the Principal of the College concerned and produces the following certificates :
 - (i) of good character;

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

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

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

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

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

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

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

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

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

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

11. The medium of instruction for B.Com.(Honours) Course shall be English/Hindi. The question paper shall be set, both in English and Hindi, and the candidates shall write their answers in English/Hindi.

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

- (i) 35% in each theory paper;
- (ii) 35% in each practical examination or Project Report/Training Report or Viva-Voce examination;
- (iii) 35% in the aggregate of Sessionals and examination for each theory/ practical subject;

* Amended vide EC Res. No. 23(7) of 25.01.2016 w.e.f. the admissions of academic session 2014-15.

12.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 35% marks.

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

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

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

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

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

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

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

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

***ORDINANCE:MASTER OF BUSINESS ADMINISTRATION/MBA (HOSPITALITY MANAGEMENT) EXAMINATION (2-year Programme through Distance Education)**

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

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

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

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

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

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

“Bachelor’s Degree in any discipline from Kurukshetra University or an examination recognized as equivalent thereto shall be eligible to join the course”.

Provided that the candidates who are placed under compartment in their qualifying examination shall not be allowed admission even provisionally. However, such candidates can seek admission after passing the compartment subject in the Supplementary Examination to be held in September/October.

4.1 A candidate who has passed MBA/MBA (HM) Part-I examination of this University shall be eligible to join Part-II class respectively in the Directorate of Distance Education.

4.2 A candidate who has passed one of the following examinations of University or an examination recognized as equivalent thereto, shall also be eligible to join Part-II class, under Lateral Entry, as indicated below:

FOR MBA PART-II

(i) The candidate having passed Two year Post-graduate Diploma/Degree in Business Management/Human Resource Management/Financial Management/Marketing Management/ Insurance Business Management/Export Marketing Management; OR

(ii) M.Com. Degree

FOR MBA (HM) PART-II

(i) Two year Post-graduate Diploma Course in Tourism and Hotel Management/Hospitality Management.

* Approved vide Executive Council Resolution No. 3(9) of 24.06.2014 w.e.f. session 2013-14.

- (ii) Master's Degree in Tourism and Hotel Management/Hospitality Management.
- (iii) Master's Degree in Tourism/Hotel Management.
- (iv) Two year Post-graduate Diploma course in Tourism/Hotel Management.

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

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

6. The examination in Part-I/II shall be open to a student who :
- a) has passed the requisite qualifying examination as laid down in clause 3 if he/she is a candidate for Part-I or is covered under 4 above if he/she a candidate for Part-II, as the case may be;
 - b) has remained on the rolls of Directorate of Distance Education during the academic year preceding the examination; and
 - c) has his/her Examination form submitted to the Results Branch through Director (DE) and produces the certificates of having attended the Personal Contact Programme (PCP) at the designated study centre for theory as well as practical papers;
 - (d) The deficiency in the prescribed attendance at PCP may be condoned by the Director (DE) up to the limit for condonation of lectures in PCP as prescribed from time to time.

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

7.2 A candidate who fails to pass MBA/MBA(HM) Examination within a period of five years of his/her admission to the course, shall be required to repeat the course *de novo*. This time limit will be two years in case of candidates seeking admission in Part-II under Lateral Entry Scheme.

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

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

9.1 After completion of Part-I Examination the candidate shall be required to undergo two months Practical's Training in case of MBA and 4 weeks training in case of MBA (HM) in a reputed concern/firm duly approved by the Co-ordinator/Director, Distance Education as the case may be, each candidate will submit a copy of the Training Report in the Directorate of Distance Education by 28st February of Part-II of the course. The Training Report will be evaluated by the External Examiner.

9.2 The Training report shall be evaluated through viva-voce by one examiner to be appointed on the recommendation of the Board of Studies of the concerned Department.

9.3 A Successful candidate may publish original report of the training, if permitted by the Coordinator of the course, as a paper in a journal of repute.

9.4 The marks obtained by the candidate in the Training Report shall be taken into account when he re-appears in any future examination under Clause 8. In case the candidate fails in the Training Report, he shall have to submit the Training Report, again subject to Clause 7.

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

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

- (i) 40% in each written paper/training report/viva-voce separately.
- (ii) 40% in aggregate.

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

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

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

*14. "A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students”.

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

***ORDINANCE: MASTER OF COMMERCE (Information Technology) EXAMINATION
(SEMESTER SYSTEM) (INNOVATIVE PROGRAMME)**

1.1 The duration of the course leading to the award of Master of Commerce (Information Technology) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in the month of December/January and for the Second and Fourth Semesters in May/June.

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

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

*3. A person who has passed with at least 45% marks in the aggregate of the Bachelor of Commerce or Bachelor of Business Administration or Bachelor of Tourism Management or Bachelor of Computer Applications or Bachelor of Science (Hons.) (Information Technology) or Bachelor of Arts/Science with Economics and/or Mathematics and or office Management and/or Marketing Management and/or Rural Industrialisation (B.A./B.Sc.) Examination of Kurukshetra University or any other examination recognized as equivalent thereto shall be eligible to join first semester of the course.

4. A person who has passed M.Com.(IT) First and Second Semester Examinations of Kurukshetra University, shall be eligible to join Third Semester Class of M.Com.(IT) Course. This is, however, subject to the provisions made under Clause 8.

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

5.2 20% marks in each paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination:-

- | | |
|---|-------|
| (i) One test/Case study-cum-Seminar
for each paper | : 50% |
| (ii) One Class test
(one period duration) | : 25% |
| (iii) Attendance | : 25% |

* Approved vide Executive Council Resolution No. 3(13) of 24.06.2014.

* **w.e.f. the session 2014-15, Clause 3 be read as under:**

“3. A person who has passed with at least 50% marks in the aggregate of the Bachelor of Commerce or Bachelor of Business Administration or Bachelor of Tourism Management or Bachelor of Computer Applications (BCA) or Bachelor of Science (Hons.) (Information Technology) or Bachelor of Arts/Science with Economics and/or Mathematics and/or Office Management and/or Marketing Management and/or Rural Industrialisation (B.A./B.Sc.) Examination of Kurukshetra University or any other examination recognized as equivalent thereto shall be eligible to join first semester of the course.”

Marks for Attendance will be given as under:

- (1) 91% onwards :5 Marks (2) 81% to 90%:4 Marks
(3) 75%to80% : 3 Marks (4) 70%to74%:2Marks* (5) 65% to 69% : 1 Mark*

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

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

♦5.4 The Chairperson of the Department/Director of the Institute/ Principal of the College concerned shall preserve the record on the basis of which the Sessional/Internal Assessment awards have been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

6.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who:-

- (a) has passed the requisite qualifying examination as laid down in Clause 3 if he/she is a candidate for the First Semester Examination or is covered under Clauses 7 and 8 below;
- (b) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper and practicals/ tutorials in each semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of Lectures for any paper(s) will be eligible to take examination in the remaining paper(s).

6.2 A deficiency in the prescribed course (Lectures/Tutorials) may be condoned by the Chairperson of the Department/Principal of the College concerned as under :

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

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

7. A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college, to appear/re-appear in the

♦ w.e.f. the session 2014-15.

semester examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the Supplementary Examinations.

8.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held. While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s) in which he/she has obtained at least 40% marks.

8.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

8.3 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to M.Com. (IT) course shall be deemed to be unfit for the course.

The bar shall not apply to a candidate appearing to avail the additional chance in the Fourth Semester Examination, provided the additional chance is availed next to the last admissible normal chance under Clause 7 above.

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

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

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

11. The minimum number of marks required to pass the examination in each Semester shall be as under:-

- (i) 40% in each Written paper;
- (ii) 40% in Viva-Voce;
- (iii) 40% in the aggregate of each Semester viz., I/II/III/IV Semester.

A candidate who fails in an examination shall be exempted from re-appearing in Paper(s) in which he/she has obtained at least 40% marks.

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

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

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

14.1 A person who has passed the Master of Commerce (Information Technology) M.Com.(IT) examination of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student in the M.Com.(IT) Examination thrice in one or more theory paper(s) of all the four semesters examinations within a period of five years of his/her passing the M.Com.(IT) examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance. He/she will then appear in the respective paper(s) of the Semester examination, simultaneously in December/May. If he/she does not improve his/her performance he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

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

Provided that the candidate will take the examination according to the Syllabus in force for regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance.

14.3 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma course in Language and Bachelor of Education (B.Ed.) Examinations.

M.Phil. regular students will also be permitted to improve their M.Com.(IT) result, as per rules.

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

♦ORDINANCE—BACHELOR OF VOCATION (B. Voc.) EXAMINATION (Semester System)

(w.e.f. the Session- 2014-15)

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

1.2 The examination for the Degree of B.Vocation shall be held in the following streams/skill specialization or the streams/skill specialization, as approved by the University from time to time and a candidate shall offer any one of them:

- (1) Software Development
- (2) Hospitality Management
- (3) Interior Design
- (4) Textile & Fashion Designing
- (5) Fashion Technology
- (6) Food Science & Quality Control

1.3 The B.Voc. Degree Programme shall be with multiple exits such as Diploma on completion of first year; Advance Diploma on completion of second year and B.Voc. degree on completion of third year. Each of the awards shall specify within parenthesis, the Skill(s) specialization, for example, B.Voc. (Software Development); B.Voc. (Hospitality Management); B.Voc.(Interior Design); B.Voc.(Textile & Fashion Designing); B.Voc.(Fashion Technology); B.Voc.(Food Science & Quality Control) and so on.

1.4 Main as well as Supplementary examinations for the First, Third and Fifth Semesters shall be held in November/December and for the Second, Fourth and Sixth Semesters in April/May.

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

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

3.1 A person who has passed Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto, shall be eligible to join First Semester of the course.

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

4.1 A candidate who has passed the Semester I and II or III and IV from this University shall be eligible to join the Semester III and V respectively of the course. This is, however, subject to the provisions made under clause 7.

♦ Approved vide Executive Council Resolution No. 23(2) of 25.01.2016. w.e.f. Session 2014-15.

4.2 A candidate who has passed Diploma/Advanced Diploma in a vocational stream of this University, shall also be eligible to join III/V Semester of the concerned B.Voc. course, as the case may be, subject to the provisions made under clause 7.

5.1 The Scheme of examination for B.Voc. courses shall be as per UGC norms and their shall be a credit based assessment and evaluation system. The courses of study and the subjects of examinations shall be as approved by the Academic Council from time to time. The examination shall consist of :

- (a) **Theory Examinations:** Theory papers to be set by the Paper setters duly recommended by the concerned Board of Studies. If question paper is not received two weeks before the commencement of the examination, it will be got set from another Paper-setter duly recommended by the Chairperson concerned. The Answer-books will be evaluated by the examiners duly recommended by the Board of Studies.
- (b) **Practical Examinations:** Examinations in Practicals/viva-voce shall be conducted by the Examiners duly recommended by the concerned Board of Studies.
- (c) **Internal Assessment:** As per Scheme of examination of the relevant B.Vocation course.

The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers :

- (i) One test/Seminar : 50% marks
for each paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

For Practicals :

- (i) One Seminar/Test/Workshop/Project/Training/ : 50% marks
Demonstration Sessional
for each practical paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under :

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70%to74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

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

5.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Principal of the College concerned shall be forwarded to the Examinations Branch invariably within 20 days after the commencement of the relevant Semester examination. Thereafter, a late fee, as prescribed by the University from time to time shall be charged from the Department/ College/Institute concerned. The Internal Assessment awards of a candidate who fails in any Semester Examination shall be carried forward to the next examination.

5.3 The Chairperson of the Department/Director of the Institute/Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

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

- (a) passed, not less than one academic year previously, the requisite qualifying examination as laid down in Clause 3, or is covered under clause 4 or 7.

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

- (b) remained on the rolls of the College during one Semester preceeding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures/practicals delivered to his class in each of the course offered in each Semester (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/ practicals shall not be eligible to take the Semester Examination in the concerned paper/practical unless he/she repeats the course in that paper(s)/practical(s) and obtains requisite attendance.

6.2 A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson/Principal/Director of the Department/College/Institute concerned as under :

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

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

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

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

Provided that a candidate shall not be allowed to attend 5th Semester class unless he/she has passed 1st Semester (all papers) of the course.

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

8.1 Every student shall be required to submit/initiate the Project Report/Field Work/Assignment/Research Project/Industrial Training Report and/or completion of training/internship in partial fulfillment of the requirement where prescribed in the Scheme of examination for the concerned B. Vocation course. The topic and the Supervisor of the Project Report/Field Training Report/Research Report shall be approved by the Principal of the College concerned. The Report will be completed under the supervision of a teacher teaching the paper or the allied subject of the institution concerned. The Report will be evaluated by a Single External Examiner.

8.2 The last date for receipt of the Training/Field Trip Report/Project Report/Research Report in the Secrecy Branch shall normally be 30th November and 31st May for odd and even Semesters respectively of the concerned year. However, the period for submission of training/field report may be extended on the recommendation of the Chairperson/Principal/Director of the Department/College/Institute concerned upto two months of the last date with late fee of Rs.500/- each or as may be prescribed by the University from time to time. If a candidate fails to submit the report even upto the extended period, he/she shall be considered to have absented in the paper and his/her result shall be declared accordingly.

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

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

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

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

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Project Report/ Training Report etc, where prescribed;
- (iii) 40% in the aggregate of Internal Assessment and examination for each theory/practical paper.

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

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates.

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

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

*14. "A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22 (only for Software Development and Textile & Fashion Designing).

passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students”.

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

***ORDINANCE-MASTER OF BUSINESS ADMINISTRATION (MBA) EXAMINATION (SEMESTER SYSTEM)**

1.1 The duration of the course leading to the award of Master of Business Administration (MBA) shall be of two academic years, comprising of four Semesters. Each year shall be divided into two Semesters i.e. July to December and January to June.

1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in December/January and for the Second and Fourth Semesters in May/June.

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

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

3. A person who has passed Bachelor's Degree of three years duration in any discipline from this University or from any recognised University with not less than 50% marks in the aggregate (47.5 % marks in case of Scheduled Castes/Scheduled Tribe candidates) shall be eligible for admission to First Semester of the MBA Course. The admission shall be made on the basis of Entrance Test followed by group discussion and Interview as decided by the University from time to time.

The candidates who are placed under compartment in the qualifying examination shall not be allowed admission to the course.

4. A person who has passed MBA First and Second Semester Examinations of this University, shall be eligible to join Third Semester Class of MBA Course. This is, however, subject to the provisions made under Clause 8 below.

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

5.2 The courses of study and the subjects of examination shall be as approved by the Academic Council from time to time and inserted in the relevant scheme of examination. The examination shall consist of:-

- (a) Written Papers: Written papers will be got set as per University norms.
- (b) Training Report/Project Report/Seminars (Term Papers) and Viva-Voce.
- (c) Workshops on Skill Development: 100% internal evaluation, where prescribed.
- (d) Internal Assessment: As prescribed in the relevant scheme of examination. On the basis of Periodical tests, written assignments & presentations, class participation, class attendance. The evaluation of the sessional work and Seminars shall be conducted in accordance with the guidelines laid down by the Board of Studies of the University School of Management and inserted in the relevant scheme of examination. The Comprehensive Viva-voce shall be conducted jointly by Internal and External Examiners.

The question papers will be set and answer-books/Training Report /Project Report evaluated by examiner(s) appointed by the Board of Studies. The Training Report based on In-company Summer Training will be examined by both Internal as well as External Examiners. Internal evaluation of the Training Report will be done by conducting

* Approved vide Executive Council Resolution No. 14(1) of 29.12.2016.

Presentation in the concerned Department/College. Project Report will be examined by the external examiner only.

5.3 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department/Principal of the College concerned shall be forwarded to the Examinations Branch invariably within 20 days after the commencement of the relevant Semester examination. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/College/Institute concerned.

5.4 The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forwarded to the next examination. Provided that a candidate who has not obtained pass marks in the Internal Assessment for any Paper(s) will be detained by the Department/College concerned to take the external examination in the said paper(s) unless he/she repeats the course in the paper(s) concerned and obtained minimum pass marks in the Internal Assessment.

5.5 The Chairperson of the Department/Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment award have been prepared, for inspection, if needed by the University, up to six months from the date of declaration of the Semester examination results.

6.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who:-

- (a) has passed the requisite qualifying examination as laid down in Clause 3 if he/she is a candidate for the First Semester Examination or is covered under Clauses 4 or 8 if he/she is a candidate for Second/Third/Fourth Semester Examination;
- (b) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, seminars (term paper), Case discussion, Field Trips etc. in each semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s) will be detained by the Department/College concerned to take the external examination in the said paper(s) unless he/she repeats the course in the paper(s) concerned and obtains the requisite percentage of lectures in that paper(s).

6.2 A deficiency upto 10% may be condoned by the Chairperson of the Department/Principal of the College concerned to his/her satisfaction.

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

7. A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college concerned, to appear/re-appear in the semester examination/Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations.

8.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to

the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

8.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

8.3 A candidate who fails to pass all the four semester examinations within four years of his/her admission to MBA Programme shall be disqualified for the papers passed in any examination in any form.

9. Every student of 2nd Semester who is entitled to be promoted to 3rd Semester shall submit an application on the prescribed form for fresh admission to 3rd Semester on or before the date(s) notified by the Chairperson, University School of Management. Admission may be denied to a student by the Chairperson of the Department/Principal of the College concerned for reason(s) to be recorded in writing.

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

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

11. The medium of instruction and examination shall be English. This is, however, subject to relaxation as per Executive Council Resolution No. 47 of 30.12.1988 i.e., the medium of examination shall be English or Hindi if the facilities in the Department are available.

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

- (i) 40% in each written paper and Internal Assessment separately;
- (ii) 40% in Workshop/Seminars (Term Paper)/Training Report/Project Report and Viva-Voce; and
- (iii) 50% in the aggregate for each Semester Examination.

12.2 While re-appearing in the examination the candidate shall be exempted from re-appearing in the paper(s)/practical(s), in which he/she has obtained at least 50% marks including the marks for Internal Assessment.

13.(a) The subject of Project Report will be as approved by the Committee constituted by the Chairperson of the Department/Director of the Institute consisting of the senior teachers provided that:

- (i) the student has obtained written consent of the teacher for supervising his/her Project and deposited the same in the office two weeks after the commencement of Third Semester;
 - (ii) the student who has offered Project will also submit his/her synopsis indicating the thrust area of his/her research to be undertaken by him/her;
- (b) The candidate shall be required to submit two copies of his/her Project Report. The date for receipt of Project Report in the Secrecy Branch shall be 30th April of every year. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in the General Rules for Examination.
- (c) The Project Report shall be evaluated by the External Examiner(s) as recommended in the Board of Studies in Management. In case the candidate fails to get minimum pass marks, the candidate is required to resubmit the revised Project Report.

- (d) The marks obtained by the candidate for the Project Report shall be taken into account when he/she appears in any future examination under 'Re-appear' Clause 7.

14. A candidate for MBA Degree shall be required to undergo Six to Eight weeks Practical Training normally during the Summer approved by the Chairperson of the Department/Director of the Institute. The candidate shall give a declaration certifying that there is no copying and the training report/project report is based on the work undertaken by him/her during Summer Training. They shall be required to submit one copy of comprehensive Training Report by 30th November every year for evaluation.

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

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

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

*17. "A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students".

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

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22.

**♦ORDINANCE—BACHELOR OF PHYSICAL EDUCATION (B.P.Ed.) (2-Year)
EXAMINATION (Semester System)**

(w.e.f. the academic session 2015-16)

1.1 The duration of the course leading to the award of Bachelor of Physical Education (B.P.Ed.) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in December/January and for the Second and Fourth Semesters in May/June.

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

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

3. A person who has obtained one of the following qualifications shall be eligible to join the course:

(i) **Educational Qualification:**

(a) Bachelor's Degree in any discipline with 50% marks and having at least participation in the Inter-College/Inter-Zonal/District competition in Sports and Games as recognized by the AIU/IOA.

OR

(b) Bachelor's Degree in Physical Education (BPE- 3 Year) with 45% marks.

OR

(c) Bachelor's Degree in any discipline with 45% marks and studied Physical Education as compulsory/elective subject.

OR

(d) Bachelor's Degree with 45% marks and having participated in National/Inter-University/State Competitions or secured 1st or 2nd or 3rd position in Inter-College/Inter-Zonal/District Competition in Sports and Games as recognized by the AIU/IOA.

OR

(e) Bachelor's Degree with participation in International competitions or secured 1st or 2nd or 3rd position in National/Inter-University competition in Sports and Games as recognized by the AIU/IOA.

OR

(f) Graduation with 45% marks and at least 3 years teaching experience (for deputed in service candidates i.e. trained physical education teachers/ coaches).

Note: (1) Sports Certificates acquired after passing +2 examination will be considered. Further no sports/Games certificate will be considered for admission without its Gradation issued from the Director, Sports and Youth Welfare of the State concerned. In the case of Inter-college position/Inter-university participation and AIU position Gradation/Verification Certificate issued by the Director, Sports of the University concerned can be considered. In the case of Inter-college participation Verification Certificate issued by the Principal of the concerned college will be considered.

In the Sports/Games where no Gradation Certificate is being issued by the concerned State/U.T. in such cases the certificate must be verified by the concerned Director, Sports of the State/U.T. The certificate issued by the Federation alone will not be considered.

- (2) Married female selected candidates will have to submit a certificate from RMO/MO of the University Health Centre that she is not in family way, alongwith an undertaking that if during the course of study, it is found that she is in family way, her admission would be liable to be cancelled IPSO-FACTO and all dues paid by her shall be forfeited.

(ii) **Physical Efficiency Test:**

All the eligible candidates will be required to qualify the Physical Efficiency Test (PET). However, the criteria and the specifications of the individual events of the Canadian Test will be decided by the University Department of Physical Education.

4. A person who has passed B.P.Ed. First and Second Semester Examinations of this University, shall be eligible to join Third Semester Class of B.P.Ed. Course. This is, however, subject to the provisions made under Clause 9 below.

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

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

- (a) Theory Papers;
- (b) Practical Examinations;

6.2 20% marks in each Theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination:-

For theory Papers

- (i) One test/Seminar : 50%
(for each paper)
- (ii) One Class test : 25%
(one period duration)
- (iii) Attendance : 25%

Marks for Attendance will be given as under:

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

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

6.3 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department/Principal of the College concerned shall be forwarded to the Examinations Branch invariably within 20 days after the commencement of the relevant Semester examination. Thereafter, a late

fee, as prescribed by the University from time to time, shall be charged from the Department/College/Institute concerned.

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

7.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who:-

- (a) has passed the requisite qualifying examination as laid down in Clause 3 if he/she is a candidate for the First Semester Examination or is covered under Clauses 4 or 9 below;
- (b) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, tutorials etc. in each semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s) will be detained by the Department/College concerned to take the external examination in the said paper(s) unless he/she repeats the course in the paper(s) concerned and obtains the requisite percentage of lectures in that paper(s).

7.2 A deficiency in the prescribed course (Lectures/Practicals/Tutorials) may be condoned by the Chairperson of the University Department/Principal of the College concerned as under:

- | | | |
|-----|------------|---|
| (a) | Lectures | : Up to 15% of delivered in each paper. |
| (b) | Practicals | : Up to 15% of the total in each paper. |
| (c) | Tutorials | : Up to 15% of total conducted. |

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

8. A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college concerned, to appear/re-appear in the semester examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent Examinations.

9.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

9.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

9.3 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to B.P.Ed. course shall be deemed to be unfit for the course.

The bar shall not apply to a candidate appearing to avail the additional chance in the Fourth Semester Examination, provided the additional chance is availed next to the last admissible normal chance under Clause 8 above.

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

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

11. The medium of instruction for B.P.Ed. Course shall be English/Hindi.

The medium of examination shall be as under:

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

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

12. The minimum number of marks required to pass the examination in each Semester shall be as under:-

(i) 40% in each Written paper;

(ii) 40% in each Practical Examination;

(iii) 40% in the aggregate of Sessionals and examination for each Paper/Practical.

While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s) and/or Practical(s) in which he/she has obtained atleast 40% marks, as prescribed in (iii) above. Such a candidate will not be required to repeat the sessional work.

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

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

(a) Candidates who pass all the four Semester Examinations at the first attempt and within minimum duration of the course i.e. two years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'.

(b) 60% or more marksFirst Division

(c) 50% or more but less than 60% marksSecond Division

(d) Below 50% marksThird Division

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

Transitory provision

Candidates admitted to the Bachelor of Physical Education (B.P.Ed.) course in the academic session 2014-15 or prior shall be governed by the old rules.

***ORDINANCE—MASTER OF PHYSICAL EDUCATION (M.P.Ed.) (2-Year) EXAMINATION
(Semester System)**

w.e.f. the academic session 2015-16)

1.1 The duration of the course leading to the award of Master of Physical Education (M.P.Ed.) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in December/January and for the Second and Fourth Semesters in May/June.

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

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

3. A person who has passed one of the following examinations from this University or any other examination recognized as equivalent thereto shall be eligible to join First semester of the course:

(i) **Educational Qualification:**

B.Sc. (Physical Education, Health Education & Sports) with at least 50% marks in aggregate.

OR

Bachelor in Physical Education (B.P.Ed.) with atleast 50% marks in aggregate.

(ii) **Physical Efficiency Test:**

All the eligible candidates will be required to qualify the physical efficiency test (PET). However, the criteria and the specifications of the individual events of the Canadian Test will be decided by the University Department of Physical Education.

Note: Married female selected candidates will have to submit a certificate from RMO/MO of the University Health Centre that she is not in family way, along with an undertaking that if during the course of study, it is found that she is in family way, her admission would be liable to be cancelled IFSO FACTO and all dues paid by her shall be forfeited.

4. A person who has passed M.P.Ed. First and Second Semester Examinations of this University, shall be eligible to join Third Semester Class of M.P.Ed. Course. This is, however, subject to the provisions made under Clause 9 below.

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

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

- (a) Theory Papers;
- (b) Practical Examinations;

* Approved vide Executive Council Resolution No.14(6) of 29.12.2016 w.e.f. Session 2015-16.

6.2 20% marks in each Theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination:-

For theory Papers

- (i) One test/Seminar : 50%
(for each paper)
- (ii) One Class test : 25%
(one period duration)
- (iii) Attendance : 25%

Marks for Attendance will be given as under:

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

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

6.3 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department/Principal of the College concerned shall be forwarded to the Examinations Branch invariably within 20 days after the commencement of the relevant Semester examination. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/College/Institute concerned.

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

7.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who:-

- (a) has passed the requisite qualifying examination as laid down in Clause 3 if he/she is a candidate for the First Semester Examination or is covered under Clauses 4 or 9 below;
- (b) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, tutorials etc. in each semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s) will be detained by the Department/College concerned to take the external examination in the said paper(s) unless he/she repeats the course in the paper(s) concerned and obtains the requisite percentage of lectures in that paper(s).

7.2 A deficiency in the prescribed course (Lectures/Practicals/Tutorials) may be condoned by the Chairperson of the University Department/Principal of the College concerned as under:

- (a) Lectures : Up to 15% of delivered in each paper.
- (b) Practicals : Up to 15% of the total in each paper.
- (c) Tutorials : Up to 15% of total conducted.

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

8. A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college concerned, to appear/re-appear in the semester examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations.

9.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

9.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

9.3 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to M.P.Ed. course shall be deemed to be unfit for the course.

The bar shall not apply to a candidate appearing to avail the additional chance in the Fourth Semester Examination, provided the additional chance is availed next to the last admissible normal chance under Clause 8 above.

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

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

11. The medium of instruction for M.P.Ed. Course shall be English/Hindi.

The medium of examination shall be as under:

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

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

12. The minimum number of marks required to pass the examination in each Semester shall be as under:-

(i) 40% in each Written paper;

(ii) 40% in each Practical Examination;

(iii) 40% in the aggregate of Sessionals and examination for each Paper/Practical.

While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s) and/or Practical(s) in which he/she has obtained at least 40% marks, as prescribed in (iii) above. Such a candidate will not be required to repeat the sessional work.

13.1 A candidate shall be required to take dissertation in M.P.Ed.–IV Semester. He shall submit his/her Synopsis and get the topic of Dissertation approved from the Chairperson of the Department on the recommendation of Departmental Research Committee (DRC) of the University.

13.2 The candidate offering dissertation must submit his/her dissertation not less than one week before the commencement of the IVth Semester Examination. However, after expiry of above date the extension in the date shall be permissible with penalty as laid down in the General Rules for Examinations.

If a candidate fails to submit the Dissertation even during the extended period he will be considered to have absented in the Dissertation paper and his/her result shall be declared accordingly.

13.3 The candidate has to face the Viva-Voce conducted by DRC.

13.4 The marks obtained by him/her for the Dissertation shall be taken into account when he/she appear in any future examination for the purpose of passing therein or for improving the performance/result.

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

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

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

16.1 A person who has passed the Master of Physical Education (M.P.Ed.) examination of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student in the M.P.Ed. Examination thrice in one or more theory paper(s) of all the four semesters examinations within a period of five years of his/her passing the M.P.Ed. examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance. He/she will then appear in the respective paper(s) of the Semester examination, simultaneously in December/May. If he/she does not improve his/her performance he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

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

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance.

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

and Bachelor of Education (B.Ed.) Examinations. M.Phil. regular students will also be permitted to improve their M.Com. result, as per rules.

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

Transitory provision

Candidates admitted to the Master of Physical Education (M.P.Ed.) course in the academic session 2014-15 or prior shall be governed by the old rules.

¹ORDINANCE— BACHELOR OF EDUCATION IN SPECIAL EDUCATION (VISUAL IMPAIRMENT/HEARING IMPAIRMENT) (B.Ed. SPL.Ed. (V.I./H.I.) (2-Year) EXAMINATION (SEMESTER SYSTEM)

(w.e.f. the academic session 2017-18)

*1.1 The duration of the course leading to the award of Bachelor of Education in Special Education (Visual Impairment/Hearing Impairment) (B.Ed. Spl. Ed. (V.I./H.I.) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in December/January and for the Second and Fourth Semesters in May/June.

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

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

3. A person who has passed one of the following examinations from this University or any other examination recognized as equivalent thereto shall be eligible to join First semester of the course:

(i) B.Sc./B.Sc.(Hons.)/B.Sc. (Home Sc.)/B.Sc. (Agriculture)/B.A. with Mathematics with at least 50% marks in aggregate;

OR

(ii) B.A./B.A.(Hons.)/B.Com. Examinations with at least 50% marks in aggregate.

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

(ii) Relaxation of 5% marks in the eligibility condition i.e. 50 marks-2.50% marks = 47.50% marks will be given to SC/ST/OBC/PWD candidates.

*4. No one who is in employment (Whole-time, Part-time or Honorary Service) shall be allowed to join B.Ed. (Spl.Ed.) (V.I./H.I) Course without taking leave from his/her institution/office etc. from the date of commencement of the Academic Session to the conclusion of his/her final examination and submission of 'No Objection' from his/her employer.

*5. A person who has passed B.Ed. (Spl. Ed.) (Visual Impairment/Hearing Impairment) First and Second Semester Examinations from this University, shall be eligible to join Third Semester Class. This is, however, subject to the provisions made under Clause 9 below.

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

¹ B.Ed. Spl.Ed. (V.I.) approved vide Executive Council Resolution No. 14(8) of 29.12.2016 w.e.f. 2015-16

* Amended vide Executive Council Resolution No. 7(12) of 16.02.2018

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

- (a) Written Papers;
- (b) Practical Examinations;
- (c) Internship.

7.2 20% marks in each Paper/Practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers

- (i) One Test/Seminar for each paper : 50% marks
(one hour duration)
- (ii) One Assignment : 25% marks
- (iii) Attendance : 25% marks

For Practicals:

- (i) Test/Viva : 50% marks
Sessional for each Practical paper
- (ii) One Class test : 25% marks
(one hour duration)
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under:

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

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

7.3 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department/Principal of the College concerned shall be forwarded to the Examinations Branch invariably within 20 days after the commencement of the relevant Semester examination. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/College/Institute concerned.

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

*8.1 A person who possesses the qualifications as laid down in Clause 3 or 5, as the case may be, has been on the rolls of University Department/College recognised for B.Ed. (Spl. Ed.) (V.I./H.I) course during the academic year preceding the examination, and produces the following certificates, duly signed by the

* Amended vide Executive Council Resolution No. 7(12) of 16.02.2018

Chairperson of the Department/Principal of the College concerned, shall be eligible to appear in the examination:–

- (i) of good character;
- (ii) of having undergone the Course of Training for the Degree of Bachelor of Education (Special Education) (V.I./H.I) for both academic years at the Department of Education;
- (iii) of having attended not less than 80% of the full course of lectures delivered in each subject, 90% for all Practicals and 100% for School Internship (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s)/practical and/or has not obtained pass marks in the internal assessment will be detained by the Department/College concerned to take the external examination in the said paper(s)/practical(s) unless he/she repeats the course in the paper(s) concerned and obtains the requisite percentage of lectures in that paper(s)/ practical(s).

8.2 A deficiency in the prescribed course (Lectures/Practicals/Internship) may be condoned by the Chairperson of the University Department/Principal of the College concerned upto 15% on genuine grounds only.

9. A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college concerned, to appear/re-appear in the semester examination/Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations.

10.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

10.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

*10.3 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to B.Ed. (Spl. Ed.) (Visual Impairment/Hearing Impairment) course shall be deemed to be unfit for the course.

The bar shall not apply to a candidate appearing to avail the additional chance in the Fourth Semester Examination, provided the additional chance is availed next to the last admissible normal chance under Clause 9 above.

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

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

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

* Amended vide Executive Council Resolution No. 7(12) of 16.02.2018

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

- (i) 50% in each Written Paper;
- (ii) 50% in each Practical examination and School Internship;
- (iii) 50% in the aggregate of Sessional and examination for each theory and Practical subject;

♦13.2 A candidate who fails in an examination shall be exempted from re-appearing in the paper(s)/practical(s) in which he/she has obtained at least 50% marks as indicated in (i), (ii) and (iii) above. Such candidates will not be required to repeat the sessional work.

♦13.3 On the DMC/Degree of a candidate, the area of specialization will be clearly spelled out.

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

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

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

*16. "A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students".

17. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the

♦ Amended vide Executive Council Resolution No. 4(24) of 24.07.2017 w.e.f. 2016-17.

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22.

University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

Transitory provision

Candidates admitted to the B.Ed. (Spl. Ed.) (1 year) course in the academic session 2014-15 or prior shall be governed by the old rules.

***ORDINANCE—MASTER OF EDUCATION (M.Ed) (2-Year) EXAMINATION
(SEMESTER SYSTEM)**

(w.e.f. the academic session 2015-16)

1.1 The duration of the course leading to the award of Master of Education (M.Ed.) Degree including Internship, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in December/January and for the Second and Fourth Semesters in May/June.

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

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

* 3 A person who has passed one of the following examinations with at least 45% marks in aggregate from this University or any other university recognized as equivalent thereto shall be eligible to join First semester of the course.

B.Ed. or B.A. B.Ed. or B.Sc. B.Ed.

Note: (1) The eligibility for SC/ST candidates will be minimum pass marks in the qualifying examination.

(2) 5% relaxation in minimum eligibility condition will be given to Differently Able candidates.

4. A person who has passed M.Ed. First and Second Semester Examinations from this University, shall be eligible to join Third Semester Class. This is, however, subject to the provisions made under Clause 9 below.

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

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

- (a) Written Papers;
- (b) Practical Examination/Internship/Project Report/Training Report/Viva-Voce;
- (c) Dissertation

* Amended vide Executive Council Resolution No. 14(8) of 29.12.2016.

*w.e.f. the session session 2016-17

3. "A person who has passed one of the following examinations with a graduate degree from this University or any other university recognized as equivalent thereto shall be eligible to join First semester of the course:

B.Ed. or B.A. B.Ed. or B.Sc. B.Ed. or B.El. Ed. with 50% marks (47.50% marks in case of SC/ST/OBC/PWD candidates) in aggregate."

6.2 20% marks in each Written Paper/Practical/Internship/Dissertation shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination: -

For Theory Papers

- (i) One test/Seminar : 50% marks
for each paper
(one period duration)
- (ii) One Assignment : 25% marks
- (iii) Attendance : 25% marks

For Practicals:

- (i) Test/Viva : 50% marks
Sessional for each practical paper
- (ii) One Class test : 25% marks
(One hour duration)
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under:

- (1) 91% onwards : 7.5 Marks
- (2) 81% to 90% : 6 Marks
- (3) 75% to 80% : 4.5 Marks
- (4) 70% to 74% : 3 Marks*
- (5) 65% to 69% : 1.5 Mark*

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

6.3 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department/Principal of the College concerned shall be forwarded to the Examinations Branch invariably within 20 days after the commencement of the relevant Semester examination. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/College/Institute concerned.

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

7.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who:-

- (a) has passed the requisite qualifying examination as laid down in Clause 3 if he/she is a candidate for the First Semester Examination or is covered under Clauses 4 or 9 below;
- (b) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 80% of the full course of lectures delivered in each theory course and practicum; and 90% in Field Attachment in each semester separately (the course to be counted up to the day before the commencement of the examination).
Provided that a candidate who has not attended the requisite percentage of lectures for

any paper(s)/practical(s) will be detained by the Department/College concerned to take the external examination in the said paper(s) unless he/she repeats the course in the paper(s) concerned and obtains the requisite percentage of attendance in that paper(s).

7.2 A deficiency in the prescribed course (Lectures/Practicum/Field Attachment) may be condoned by the Chairperson of the University Department/Principal of the College concerned as under:

- (a) Theory courses : Up to 15% of delivered in each paper.
- (b) Practicum : Up to 5%
- (c) Field Attachment : Up to 5%

8. A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college concerned, to appear/re-appear in the semester examination/Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations.

9.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

9.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

9.3 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to M.Ed. course shall be deemed to be unfit for the course.

The bar shall not apply to a candidate appearing to avail the additional chance in the Fourth Semester Examination, provided the additional chance is availed next to the last admissible normal chance under Clause 8 above.

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

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

11. The medium of instruction for M.Ed. Course shall be English/Hindi.

The medium of examination shall be as under:

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

12.1 The subject/topic of dissertation of a candidate will be approved by the Chairperson of the Department/Principal of College concerned. The last date for the receipt of application regarding the approval of dissertation subject/topic alongwith synopsis, shall be notified from time to time by the Chairperson of the Department/Principal of the College concerned.

12.2 Every candidate shall be required to submit two copies of his Dissertation alongwith a brief abstract of the same giving an account of the investigation/research conducted and its main findings (which will not exceed 500 words) for approval of the examiner.

12.3 The Dissertation shall be evaluated jointly by the External and Internal Examiners. The same External and Internal Examiners shall also hold the Viva-Voce examination. If the examiners for the dissertation and/or Viva-Voce are unable to agree and the difference in the award is upto 10% of the maximum marks, the average of two shall be taken as final award. If the difference between the External and Internal Examiner(s) is more than 10% of the maximum marks, the appointment of third examiner shall be made by the Vice-Chancellor on the recommendations of the Chairperson of the University Department/Principal of the College concerned, and average of the two nearest awards shall be treated as final.

12.4 The last date for receipt of the dissertation in the office of the Secrecy Branch shall be notified from time to time by the Chairperson of the Department/Principal of the College concerned. However, after expiry of above date the extension in date shall be permissible with penalty as laid down in General Rules for Examinations. If the candidate fails to submit the dissertation even during the extended period, he will be considered to have absented in the dissertation paper and his result shall be declared accordingly.

A candidate who has submitted a dissertation, as a part of his examination may withdraw the same before it has been examined but once it is examined and the candidate obtains the minimum pass marks, he shall not be permitted to withdraw it or submit another dissertation in lieu thereof. The marks obtained by him for the dissertation shall be taken into account when he appears in any future examination for the purpose of passing therein, or for improving the division.

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

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

13.2 A candidate who fails in an examination shall be exempted from re-appearing in the Paper(s)/Practical(s) in which he has obtained at least 40% marks as indicated in (i), (ii) and (iii) above. Such a candidate will not be required to repeat the sessional work.

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

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

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

16. A candidate who has passed the M.Ed. Examination from this University may appear in one or more additional papers, in which he has not already passed. The examination fee for appearing in each paper shall be the same as notified by the Controller of Examinations from time to time.

17.1 A person who has passed the M.Ed. examination of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student in the M.Ed. Examination thrice in one or more theory paper(s) of all the four semesters examinations within a period of five years of his/her passing the M.Ed. examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance. He/she will then appear in the respective paper(s) of the Semester examination, simultaneously in December/May. If he/she does not improve his/her performance he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

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

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance.

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

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

Transitory provision

Candidates admitted to the M.Ed. (1 year) course in the academic session 2014-15 or prior shall be governed by the old rules.

♦ORDINANCE—CERTIFICATE COURSE IN YOGA EXAMINATION

(w.e.f. the session 2015-16)

*1. The duration of the course of instruction for Certificate in Yoga/Sports Dietician/Gym & Aerobic Instructor Examination shall be 3 months during the period mentioned against each, as under:

- (i) Certificate Course : 1st August to 31th October
in Yoga of the academic year.
- (ii) Certificate Course : 1st November to 31st January
in Sports Dietician of the academic year.
- (iii) Certificate Course : 1st February to 30th April
in Gym & Aerobic of the academic year.
Instructor

Admissions to the above courses shall be made once in a year.

*2. The examination shall ordinarily be held in the month indicated against each, as under, on the dates notified by the Controller of Examinations:

- (i) Certificate Course in Yoga : 1st week of November
- (ii) Certificate Course : 1st week of February
in Sports Dietician
- (iii) Certificate Course in Gym & : 1st week of May
Aerobic Instructor

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

*4. A person who has passed one of the following examinations of this University or an examination recognized as equivalent thereto, shall be eligible for admission to the relevant Certificate course:

(i) For Certificate Course in Yoga:

(a) Bachelor's degree in any discipline with 45% marks.

OR

(b) Bachelor's degree in any discipline with 40% marks and have won 1st/2nd/3rd position in University/State Yoga competition.

Note: All the selected candidates will have to submit Medical Fitness Certificate from RMO/MO of University Health Centre.

(ii) For Certificate Courses in (i) Sports Dietician and (ii) Gym & Aerobic Instructor:

Bachelor's degree in any discipline with 45% marks.

5% additional weightage will be given to B.P.Ed./ M.P.Ed. Degree holders.

5. The examination shall be held according to the Scheme of examination and Syllabus as approved by the Academic Council from time to time.

♦ Approved/added vide Executive Council Resolution No.14(9) of 29.12.2016 w.e.f. Session 2015-16.

* Amended vide E.C. Res. No. 4(21) of 24.07.2017 w.e.f. 2016-17.

6. A student who possesses the qualifications laid down in Clause 4 above; has been on the rolls of the Department for the course during the period mentioned in clause 1 above preceding the examination and produces the following certificates signed by the Chairperson of the Department 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 in theory, practical and tutorial separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of attendance for any paper(s)/practical(s) will be detained by the Department concerned to take the University examination in the said paper(s) unless he/she repeats the course in the paper(s)/practical(s) concerned and obtains the requisite percentage of attendance in that paper.

7. A deficiency in the prescribed course (Lectures/Practical/Tutorials) may be condoned by the Chairperson of the Department concerned as under :—

- (a) Lectures : Up to 15% of the lectures delivered in each paper.
- (b) Practical : Up to 15%.
- (c) Tutorial Assignment : 15%.

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

8. A candidate who has completed the prescribed course of instruction in the Department but does not appear in the examination, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department concerned, to appear/re-appear in the examination, as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations. A candidate who fails in any paper (theory/practical) shall be deemed to have failed in the examination. He shall repeat the course de novo, if he/she desires to pass the course.

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

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

11. The minimum number of marks required to pass the examination shall be 40% in each Written paper and Practical separately.

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

13. The list of successful candidates shall be arranged in five Grades as under on the basis of aggregate marks obtained by them which will be stated in their Certificate :—

- | | | |
|-----|--|------------|
| (a) | Those who obtain 80% or more. | Grade 'O' |
| (b) | Those who obtain 70% or more but less than 80% marks | Grade 'A+' |
| (c) | Those who obtain 60% or more but less than 70% marks | Grade 'A' |
| (d) | Those who obtain 50% or more but less than 60% marks | Grade 'B' |
| (e) | Those who obtain 40% or more but less than 50% marks | Grade 'C' |
| (f) | Below 40% marks | Fail |

*14. Notwithstanding anything contained in any other Ordinance, a person may pursue studies for Certificate Course in Yoga/Sports Dietician/Gym & Aerobic Instructor Examination and take the examination thereof simultaneously with the studies for any other course of the Kurukshetra University, except for LL.B.-3 Year course.

Provided further that a person registered for Ph.D. Course may pursue studies for this Course only if he/she is permitted by the Vice-Chancellor as per provision of the Ph.D. Ordinance.

* Amended vide E.C. Res. No. 4(21) of 24.07.2017 w.e.f. 2016-17.

**♦ORDINANCE—BACHELOR OF EDUCATION (B.ED.) (2-YEAR) EXAMINATION
(ANNUAL SYSTEM)**

1.1 The duration of the course leading to the Degree of Bachelor of Education (B.Ed.) shall be two academic years. The examination shall be held in two parts, viz., Previous at the end of the course of First Year and Final at the end of the course of Second Year.

1.2 Supplementary Examination will be held in December/January in the same year for the candidates who have re-appear in not more than 50% of the total papers of the Annual Examination i.e. four out of seven papers.

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

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

3. A person who has obtained one of the following qualifications shall be eligible for admission to First Year of B.Ed. Course:

(a) Bachelor's Degree or Master's Degree in Sciences/Social Sciences/ Humanities with at least 50% marks or Bachelor's Degree in Engineering or Technology with specialization in Science and Mathematics with 55% marks or any other examination recognized as equivalent thereto;

OR

(b) the minimum eligibility conditions and admission criteria as prescribed by the regulatory body and issued under the authority of State Government from time to time.

Note: (i) Relaxation of 5% marks in the eligibility condition will be given to SC/ST/OBC/PWD candidates and the minimum less marks against 55% and 50% shall be calculated as under:

$55 \text{ marks} - 2.75 \text{ marks} = 52.25 \text{ marks} (5/100 \times 55=2.75);$

$50 \text{ marks} - 2.50 \text{ marks} = 47.50 \text{ marks} (5/100 \times 50=2.50);$

(ii) One Year PG diploma/course in any subject will not be considered equivalent to Master's Degree.

4. No one who is in employment (Whole-time, Part-time or Honorary Service) shall be allowed to join B.Ed. Course without taking leave from his/her institution/office etc. from the date of commencement of the Academic Session to the conclusion of his/her final examination and submission of 'No Objection' from his/her employer.

5. A person who has passed B.Ed.(Previous) Examination from this University shall be eligible to join Final Year of the B.Ed. Course. This is, however, subject to provisions made under Clause 8 below.

6. The examination shall be held according to the Scheme and Syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the Scheme and Syllabus prescribed by the University for regular students

♦ Approved vide Executive Council Resolution No.14(11) of 29.12.2016 w.e.f. Session 2015-16.

appearing for that examination, provided that the Scheme and Syllabus for re-appear candidates appearing in Supplementary examination under clause 1.2 shall be the same as was in force for the regular students in the last Annual Examination.

7.1 A person who possesses the qualifications as laid down in Clause 3 or 5, as the case may be, has been on the rolls of a College recognised for B.Ed. course during the academic year preceding the examination, and produces the following certificates, duly signed by the Principal of the College concerned, shall be eligible to appear in the examination:–

- (i) of good character;
- (ii) of having undergone the Course of Training for the Degree of Bachelor of Education for both academic years at a College recognised for this examination;
- (iii) of having attended not less than 80% of the full course of lectures delivered in each subject (Theory and Practicals separately) (the course to be counted up to the day before the commencement of the examination) and 90% in School Internship; Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s)/practical(s) will be detained by the College concerned to take the external examination in the said paper(s) unless he/she repeats the course in the paper(s) concerned and obtains the requisite percentage of attendance in that paper(s)/practical(s).
- (iv) of having obtained at least 30% marks in the aggregate of all the subjects to be calculated in the combined result of the following:–
 - (1) the House Examination and Class Test to be held periodically in each Theory Paper and Practical separately;
 - (2) having completed 4 weeks school Internship in First year and 16 weeks School Internship in Second year.

7.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department/Principal of the College concerned shall be forwarded to the Examinations Branch invariably within 20 days after the commencement of the relevant Semester examination. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/College/Institute concerned.

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

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

8.1 A student who has completed the prescribed course of instruction in a recognized/maintained college for Previous/Final Examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Principal of the College concerned, to appear/re-appear in the examination/ paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice subsequent to the Examination in which he was due to appear. This is, however, subject to the provisions made under Clause 8.3 below. Provided that a candidate shall be allowed to be promoted from B.Ed. (Previous) to B.Ed. (Final) Class if he has got exemption in at least 50% papers (e.g. 3 out of 6 papers including viva-voce) of B.Ed. (Previous). Subject to the number of chances as provided in Clause 8, such a candidate shall be allowed to appear in the remaining paper(s) of B.Ed. (Previous) alongwith the B.Ed. (Final) Examination.

Provided further that if such a candidate fails to pass the B.Ed. (Previous) Examination, his/her result for B.Ed. (Final) Examination shall be declared provisionally.

8.2 Subject to Clause 8.3 below, a candidate who has availed/exhausted all the chances in terms of Clause 8.1 above and still has re-appear in one or more paper(s) of Previous or Final Examination, may be allowed one extra chance to clear re-appear paper(s)/Part(s) throughout the duration of the course. The candidate who has availed this chance in any of the Parts, i.e., Previous or Final shall not be allowed any extra chance again for any of the remaining Parts, for any reason, whatsoever.

8.3 A candidate for the B.Ed. Examination must pass the whole examination (Previous as well as Final) within a period of four years of his/her admission to the B.Ed. course failing he/she will be deemed to be unfit for the course and shall not be further admitted to this University for such a course.

The bar shall not apply to a candidate appearing to avail the extra chance in the Final Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 8.1.

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

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

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

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

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

(b) The candidates shall write their answers:—

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

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

- (i) 40% in each Written Paper;
(ii) 40% in each Practical examination and School Internship;
(iii) 40% in the aggregate of Sessionals and examination for each theory and Practical subject;

11.2 A candidate who fails in an examination shall be exempted from re-appearing in the paper(s)/practical(s) in which he/she has obtained at least 40% marks as indicated in (i), (ii) and (iii) above. Such candidates will not be required to repeat the sessional work.

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

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

- | | |
|---|-----------------------|
| (a) Those who obtain 60 % or more marks | First Division. |
| (b) Those who obtain 50% or more
but less than 60% marks | Second Division. |
| (c) All below 50% marks | Third Division. |

- (d) Candidates who pass both the Parts at the first attempt and with minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with 'Distinction'.

14.1 A person who has already passed B.Ed. from this University may appear in any additional teaching subject of B.Ed. examination subsequently except the subjects in which he/she has already passed the examination on submission of the prescribed Examination form and fee as prescribed by the University from time to time.

Provided that: –

- (i) in the case of a Pedagogy subject, she/he must have already passed the degree examination in that subject;
- (ii) in addition to the Written Paper of the Pedagogy subject, the candidate shall undergo a practical test in the Pedagogy of the additional subject taken by her/him;
- (iii) Such candidates will be required to register themselves with any B.Ed. College of this University by paying a fee of Rs.1000/- to the concerned College/Institution by 31st October of the respective session.

14.2 The minimum number of marks required to pass in the additional subject shall be 40%.

*15. "A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students".

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

Transitory Provision

Candidates admitted to the Bachelor of Education (B..Ed.) (1 year) course in the academic session 2014-15 or prior shall be governed by the old rules.

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22.

•ORDINANCE—MASTER OF EDUCATION IN SPECIAL EDUCATION (VISUAL IMPAIRMENT) (M.ED. SPL.ED. V.I.) (2-Year) EXAMINATION (SEMESTER SYSTEM)

1.1 The duration of the course leading to the award of Master of Education in Special Education (Visual Impairment) (M.Ed. Spl. Ed. V.I.) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in December/January and for the Second and Fourth Semesters in May/June.

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

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

3. A person who has passed one of the following examinations from this University or any other examination recognized as equivalent thereto shall be eligible to join First semester of the course:

B.Ed. Special Education (Visual Impairment) course with 50% marks in the aggregate from any of the recognized institution of RCI.

OR

B.Ed. general candidates with 50% marks in the aggregate with (i) Secondary level Diploma Course in Special Education (Visual Impairment) or (ii) D.Ed. Special Education (Visual Impairment) from recognized institutions of RCI.

Note: Relaxation of 5% marks in the eligibility condition i.e. 50 marks-2.50% marks = 47.50% marks will be given to SC/ST/OBC/PWD candidates.

4. A person who has passed M.Ed. (Spl. Ed.) (V.I.) First and Second Semester Examinations from this University, shall be eligible to join Third Semester Class. This is, however, subject to the provisions made under Clause 9 below.

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

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

- (a) Written Papers;
- (b) Practical Examinations;
- (c) Dissertation.

6.2 20% marks in each Paper/Practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers

- (i) One test/Seminar : 50% marks
for each paper

- (ii) One Class test : 25% marks
(one period duration)
 - (iii) Attendance : 25% marks
- For Practicals:
- (i) Test/Viva : 50% marks
Sessional for each practical paper
 - (ii) One Class test : 25% marks
(One hour duration)
 - (iii) Attendance : 25% marks

Marks for Attendance will be given as under:

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

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

6.3 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department/Principal of the College concerned shall be forwarded to the Examinations Branch invariably within 20 days after the commencement of the relevant Semester examination. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/College/Institute concerned.

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

7.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who:-

- (a) has passed the requisite qualifying examination as laid down in Clause 3 if he/she is a candidate for the First Semester Examination or is covered under Clauses 4 or 9 below;
- (b) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, seminar, tutorials etc. in each semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s)/practical(s) will be detained by the Department/College concerned to take the external examination in the said paper(s) unless he/she repeats the course in the paper(s) concerned and obtains the requisite percentage of attendance in that paper(s)/practical(s).

7.2 A deficiency in the prescribed course (Lectures/Practicals/Tutorials) may be condoned by the Chairperson of the University Department/Principal of the College concerned as under:

- (a) Lectures : Up to 15% of delivered in each paper.
- (b) Practicals : Up to 15% of the total in each paper.
- (c) Tutorials : Up to 15% of total conducted.

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

8. A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college concerned, to appear/re-appear in the semester examination/Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations.

9.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

9.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

9.3 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to M.Ed. (Spl. Ed.) (Visual Impairment) course shall be deemed to be unfit for the course.

The bar shall not apply to a candidate appearing to avail the additional chance in the Fourth Semester Examination, provided the additional chance is availed next to the last admissible normal chance under Clause 8 above.

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

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

11. The medium of instruction for M.Ed. (Spl. Ed.) (V.I) Course shall be English/Hindi.

The medium of examination shall be as under:

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

12.1 Dissertation work shall be undertaken by the students in Third and Fourth Semesters. In Third Semester synopsis will be developed by the student under the supervision of assigned Supervisor which would be evaluated and the topic Dissertation approved by the Departmental Research Committee at the end of Third Semester. Remaining work of the Dissertation will be undertaken by the student in Fourth Semester. The Dissertation will be jointly evaluated by external and internal examiners in the Viva-voce examination.

12.2 The last date for receipt of the dissertation in the office of the Controller of Examinations shall be 30th June of the final year. However, after expiry of above date the extension in date shall be permissible with penalty as laid down in General Rules for Examinations. If a candidate fails to submit the dissertation

even during the extended period, he will be considered to have absented in the dissertation paper and his result shall be declared accordingly.

12.3 The marks obtained by him for the Dissertation shall be taken into account when he appears in any future examination for the purpose of passing therein or for improving the division/result.

*13.1 The minimum number of marks required to pass the examination in each Semester shall be as under:-

- (i) 50% in each Written paper;
- (ii) 50% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination;
- (iii) 50% in the aggregate of Sessionals and examination for each theory and Practical subject.

* 13.2 A candidate who fails in an examination shall be exempted from re-appearing in the Paper(s)/Practical(s)/ Seminar/Field Training reports/Dissertation/ Project Work/Audio-Video Production Project/ Multimedia Project in which he/she has obtained at least 50% marks as indicated in 13.1 (i), (ii) and (iii) above. Such a candidate will not be required to repeat the sessional work.

*13.3 On the DMC/Degree of a candidate, the area of specialization will be clearly spelled out.

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

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

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

16.1 A person who has passed the M.Ed. (Spl. Ed.) (V.I.) examination of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student in the M.Ed. (Spl. Ed.) (V.I.) Examination thrice in one or more theory paper(s) of all the four semesters examinations within a period of five years of his/her passing the M.Ed. (Spl. Ed.) (V.I.) examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance. He/she will then appear in the respective paper(s) of the Semester examination, simultaneously in December/May. If he/she does not improve his/her performance he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

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

* Amended vide Executive Council Res. No.4(24) of 24.07.2017

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance.

16.3 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma course in Language and Bachelor of Education (B.Ed.) Examinations.

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

Transitory provision

Candidates admitted to the M.Ed. (Spl. Ed.) (1 year) course in the academic session 2014-15 or prior shall be governed by the old rules.

***ORDINANCE—BACHELOR OF VOCATION (B. Voc.) EXAMINATION**

(Credit Based System)

(w.e.f. the Session- 2016-17)

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

1.2 The examination for the Degree of B.Vocation shall be held in the following streams/skill specialization or in the streams/skill specialization, as approved by the University from time to time. A candidate shall offer any one of them:

- (1)Software Development
- (2)Hospitality Management
- (3)Interior Design
- (4)Textile & Fashion Designing
- (5)Fashion Technology
- (6)Food Science & Quality Control

1.3 The B.Voc. Degree Programme shall be with multiple exit such as Diploma on completion of I Year; Advance Diploma on completion of II Year and B.Voc. degree on completion of III Year. Diploma; Advanced Diploma and Bachelor's Degree of Vocation Programme will be awarded to the candidates on completion of I Year; II Year and III Year respectively subject to the condition that the candidate has cleared all the Papers and also got certification from the concerned Sector Skills Councils.

Each of the awards shall specify within parenthesis, the Skill(s) specialization, for example, B.Voc. (Software Development); B.Voc. (Hospitality Management); B.Voc.(Interior Design); B.Voc.(Textile & Fashion Designing); B.Voc.(Fashion Technology); B.Voc.(Food Science & Quality Control) and so on.

2. The End Term Examination (Major Tests) for the Odd (I/III/V) Semesters as well as their Supplementary examinations shall be held in the month of December/January and for the Even (II/IV/VI) Semesters as well as their Supplementary examinations in the month of May/June.

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

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

3.1 A person who has passed Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto, shall be eligible to join First Semester of the course.

The following provision is added:

*Note: The ITI pass outs (with English qualified as additional subject at 10+2 level) are also eligible for seeking admission in Bachelor of Vocation (B.Voc.) Examination.

3.2 A candidate who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana, or equivalent examination of another University/Board may be allowed to read provisionally for the B.Voc. I Semester Class. Such a candidate shall be allowed to clear the compartment/reappear subject

* Amended vide Executive Council Resolution No.14(22) of 29.12.2016 w.e.f. session 2016-17.

* Amended vide Executive Council Resolution No.36(36) of 20.03.2021 w.e.f. session 2020-21.

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

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

4.2 A candidate who has passed Diploma/Advanced Diploma in a vocational stream of this University, shall also be eligible to join III/V Semester of the concerned B.Voc. course, as the case may be, subject to the provisions made under clause 8.

5.1 The Scheme of examination for B.Vocation course shall be as per UGC norms, duly recommended by the Principal of the College concerned to the Board of Studies and approved by the Academic Council from time to time. The Principal of the College concerned shall ensure that the curriculum should necessarily be aligned to Qualification Packs (QPs)/National Occupational Standards (NOSs) of selected job role(s) within the industry sector(s) as provided/approved by the concerned Sector Skill Councils and the general education component should not exceed 40% of the total curriculum as per UGC guidelines. Curriculum for the Skill Component shall be as provided/approved by the concerned Sector Skills Councils.

5.2 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed rules/guidelines for implementation of Choice Based Credit System of study and award of Grades are at Appendix-II in K.U. Cal. Vol.II).

5.3 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree.

5.4 Credits of a course will be evaluated as under:-

- (a) For all lecture courses, one credit per lecture per week (Semester-wise) will generally be adopted.
- (b) Two laboratory hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of laboratory hours having fractional credits will be accepted. The courses having 1.5 hour Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses.

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

- (a) **Theory Papers:** Theory papers to be set by the Paper setters duly recommended by the concerned Board of Studies. If question paper is not received two weeks before the commencement of the examination, it will be got set from another Paper-setter duly recommended by the Chairperson concerned. The Answer-books will be evaluated by the examiners duly recommended by the Board of Studies.

- (b) **Practical Examinations/Project Report/Field Work/Research Project/Industrial Training Report/Viva-Voce** shall be conducted by the Examiner(s) duly recommended by the concerned Board of Studies.

(c) **Internal Assessment:** As per Scheme of examination of the relevant B.Vocation course.

6.2 The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of test; seminar; workshop; project training; demonstration sessional; etc and End-Term Examination at the end of each Semester. The distribution of the weightage will be as under :-

Minor Tests	:	20%
End Term Examinations:	:	80%

The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination :-

For Theory Papers :

- (i) One test/Seminar : 50% marks
for each paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

For Practicals :

- (i) One Seminar/Test/Workshop/Project/Training/ : 50% marks
Demonstration Sessional
for each practical paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under:

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

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

6.3 The marks of assessment/grades will be displayed on the notice board of the College by the Principal of the College concerned before forwarding it to the Examination Branch.

6.4 The Principal of the College concerned shall forward the final awards/grade of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the commencement of the relevant Semester examination for declaration of the result and preparation of DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/College/Institute concerned. The result will be declared only after the candidate has cleared all the papers and also got certification from the concerned Sector Skills Councils. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

7.1 The End Term Examination (ETE) (Major Tests) for I/II/III/IV/V/VI Semester examinations shall be open to a regular student who has:

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

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

- (b) remained on the rolls of the College during one Semester preceeding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Principal of the College concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures/practicals delivered to his class in each of the course offered in each Semester (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/ practicals shall not be eligible to take the Semester Examination in the concerned paper/practical unless he/she repeats the course in that paper(s)/practical(s) and obtains requisite attendance.

7.2 A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Principal of the College/Director of the Institute concerned as under :

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

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

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

9.1 Every student shall be required to submit/initiate the Project Report/Field Work/Assignment/Research Project/Industrial Training Report and/or completion of training/internship in partial fulfillment of the requirement where prescribed in the Scheme of examination for the concerned B.Vocation course. The topic and the Supervisor of the Project Report/Field Training Report/Research Report shall be approved by the Principal of the College concerned. The Report will be completed under the supervision of a teacher teaching the paper or the allied subject of the institution concerned. The Report will be evaluated by a Single External Examiner.

9.2 The last date for receipt of the Training/Field Trip Report/Project Report/Research Report in the Secrecy Branch shall normally be 30th November and 31st May for odd and even Semesters respectively of the concerned year. However, the period for submission of training/field report may be extended on the recommendation of the Principal of the College concerned upto two months of the last date with late fee of

Rs.500/- each or as may be prescribed by the University from time to time. If a candidate fails to submit the report even upto the extended period, he/she shall be considered to have absented in the paper and his/her result shall be declared accordingly.

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

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

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

12.1. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

- (i) Grade 'P' in each written paper;
- (ii) Grade 'P' in each practical examination or Project Report/ Training Report etc, where prescribed;
- (iii) Grade 'P' in the aggregate of Internal Assessment and examination for each theory/practical paper.

12.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s)/Project/Training in which he/she has obtained at least Grade 'P' including Internal Assessment, as indicated in (i), (ii) and (iii) above.

13. As soon as possible after the termination of the examination, the Controller of Examinations shall publish the result of candidates and issue Detailed Marks Card subject to the condition that the candidate has cleared all the papers and also got certification from the concerned Sector Skills Councils.

14. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to VI of B.Voc. Programme 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 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 as per clause 8 for obtaining pass grade.
- (2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.

- (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.

*15. "A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students".

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

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22 (only for Software Development and Textile & Fashion Designing).

^RULES/GUIDELINES FOR IMPLEMENTATION OF CHOICE BASED CREDIT SYSTEM (CBCS) OF STUDY AND AWARD OF GRADES IN VARIOUS UNIVERSITY EXAMINATIONS (BASED ON UGC GUIDELINES) (w.e.f. the admissions of the acad. Session 2016-17)

For Post Graduate Courses

1. The University has introduced Choice Based Credit System (CBCS) of Study in all the Post-graduate courses being governed by UGC Rules and running at the University Campus, w.e.f. the session 2016-17 in phased manner.

These rules shall apply to all the Post-graduate courses being run at the University Campus including the courses in which there is already Credit System of Study i.e M.Tech. Instrumentation being run in the Department of Instrumentation; M.Sc. Technology in Applied Geophysics being run in the Department of Geophysics and the courses as decided by the University from time to time except M.Phil.

2. **Definitions of Key Words:**

Academic Year: Two consecutive (one odd + one even) semesters constitute one academic year.

Choice Based Credit System (CBCS): The CBCS provides choice for students to select from the prescribed courses (core, elective or minor or soft skill courses).

Course: Usually referred to, as 'papers' is a component of a programme. All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/ tutorials/laboratory work/ field work/outreach activities/project work/Vocational training/viva/seminars/term papers/ assignments/ presentations/ self-study etc. or a combination of some of these.

Credit Based Semester System (CBSS): Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

Credit Point: It is the product of grade point and number of credits for a course.

Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.

Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.

Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.

Programme: An educational programme leading to award of a Degree, diploma or certificate.

Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

^ Approved vide Executive Council Resolution No.14(23) of 29.12.2016.

Semester: Each semester will consist of 15-18 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.

Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

3. Every course will be coordinated by a member of the regular teaching staff of the Department/Institute, called as Course Co-ordinator, duly approved by the Staff Council of the Department/Institute. He/she shall have the full responsibility for conducting the course. If a course is shared among more than one faculty, the senior most faculty will be Course Co-ordinator. He/she will coordinate the work of the other members of the faculty involved in that course holding the tests and assignments, and awarding the grades. For any difficulty, the student is expected to approach the Course Co-ordinator for advice and clarification. In addition, one faculty member of the Institute/Department shall act as Faculty Advisor for the students for this purpose. No contractual faculty/ Adhoc faculty/ Teaching associate will act as course Co-ordinator for setting of question paper and evaluation of major test. For a course which is taught by contractual faculty/Adhoc faculty/ Teaching associate a regular faculty will be assigned as course Co-ordinator by Departmental Evaluation Review Committee (DERC) which will comprise of Chairperson/Director and two senior most teachers of the Department/Institute.

4. **Examination, Assessment and Evaluation :-**

Each course has a certain number of credits which reflect its weightage. Credits of a course will be evaluated as under:-

- (a) For all lecture courses, one credit per lecture per week (Semester-wise) will generally be adopted.
- (b) Two laboratory hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of laboratory hours having fractional credits will be accepted. The courses having 1.5 hour Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses.

4.1 The ratio of major and minor tests evaluation will be in the range of 80:20 to 60:40 as decided by the Board of Studies in the subject concerned keeping in view norms of respective regulatory bodies i.e. UGC, AICTE, NCTE, PCI, BCI etc. The grade awarded to a student in each course will be based on performance of the student in Minor Tests (best two out of three), co-curricular activities (assignments, attendance, viva-voce, lab. work, seminar, workshop presentation, group discussions, quiz etc.) and Major Test at the end of each Semester. Unless otherwise provided, the distribution of the weightage will be as under OR as approved by the concerned Board of Studies and inserted in the relevant scheme of examination:-

Minor Test	20%
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Major Test	80%
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(Modalities/guidelines for awarding Internal Assessment Marks shall be the same as already prescribed by the Executive Council from time to time and inserted in the relevant scheme of examination.)

In case of the courses where there is already Credit System in the Departments of (i) Instrumentation and (ii) Geophysics as mentioned in Clause 1 above, the distribution of the weightage will be as under:

Minor Test (two best)	30% (15% each test)
Co-curricular Activities	10%
Major Test	60%

(Modalities/guidelines for award of Internal Assessment/Sessional shall be the same as approved by the Board of Studies/Staff Council of the Department concerned and inserted in the relevant scheme of examination.)

All tests i.e. Minor Tests as well as Major Tests (End Term Examination) will be conducted in the University Department/Institute. The question papers for Major Tests (End Term Examinations) will be got set, printed and evaluated by Controller of Examinations as per the recommendations of Board of Studies of Institute/Department. The press copy of the paper after setting up of question paper by the paper setter appointed through BOS will be sent to the Examination Branch for further printing. 50% of the papers will be set internally & 50% externally while all the evaluation will be made internally.

The Minor tests after the evaluation will be shown to the students by respective teachers. In case the student is not satisfied with the evaluation of Major Test, he/she may apply for re-evaluation.

- 4.2 The Chairperson/Director of the Department/Institute shall forward the soft as well as hard copies of the final awards of the minor test of the students to the Examination Branch
- 4.3 The Examination Branch will prepare and declare the grade/ result and will notify.
- 4.4 End Term examination (Major test) shall be open to a regular student who:
 - (i) has been on the rolls of the Institute/Department during the Semester.
 - (ii) has attended not less than 75% of the lectures in each paper, seminar, case discussion, field trips, tutorials, etc. This requirement shall be fulfilled separately for each course of study. A deficiency in the prescribed course (Lectures/Practicals) may be condoned by the Chairperson/Director of the Department/Institute in a very hard and deserving case upto 10% or as prescribed in the relevant Ordinance .
- 4.5 Unless otherwise provided in the Ordinance for relevant examination, the minimum Semester Grade Point Average (SGPA) required for the continuation of registration is 4.00 at the end of 1st Semester and CGPA (Cumulative Grade Point Average) of 4.5 at the end of the subsequent semesters. The minimum CGPA required for the award of degree is 5.00.
5. 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 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.

6. Computation of SGPA and CGPA

The following shall be the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

(i) . The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$\text{SGPA} (S_i) = \Sigma(C_i \times G_i) / \Sigma C_i$$

where C_i is the number of credits of the i th course and G_i is the grade point scored by the student in the i th course.

(ii). The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$\text{CGPA} = \Sigma(C_i \times S_i) / \Sigma C_i$$

where S_i is the SGPA of the i th semester and C_i is the total number of credits in that semester.

(iii) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Illustration of Computation of SGPA and CGPA and Format for Transcripts

(1) Computation of SGPA and CGPA

Illustration for SGPA

Course	Credit	Grade letter	Grade point	Credit Point
Course 1	3	A	8	3 X 8 = 24
Course 2	4	B+	7	4 X 7 = 28
Course 3	3	B	6	3 X 6 = 18
Course 4	3	O	10	3 X 10 = 30
Course 5	3	C	5	3 X 5 = 15
Course 6	4	B	6	4 X 6 = 24
	20			139

Thus, SGPA = $139/20 = 6.95$

Illustration for CGPA

Semester 1	Semester 2	Semester 3	Semester 4
Credit : 20 SGPA: 6.9	Credit : 22 SGPA: 7.8	Credit : 25 SGPA: 5.6	Credit: 26 SGPA : 6.0
Semester 5	Semester 6		
Credit : 26 SGPA: 6.3	Credit : 25 SGPA: 8.0		

Thus CGPA = $\frac{20 \times 6.9 + 22 \times 7.8 + 25 \times 5.6 + 26 \times 6.0 + 26 \times 6.3 + 25 \times 8.0}{144} = 6.73$

- (2) Transcript (Format): Based on the above recommendations on Letter grades, grade points and SGPA and CGPA, the HEIs may issue the transcript for each semester and a consolidated transcript indicating the performance in all semesters.

7. General Guidelines for Award of Grades

The following are the general guidelines for the award of grades:

- (i) All evaluations of different components of course shall be done in marks for each student.

- (ii) The marks of various components shall be reduced to approved weightage (as decided by the Staff Council) and/or indicated in the scheme of teaching and examination and added to get total marks secured on a 100-point scale. The rounding off shall be done on the higher side.
- (iii) The Gold Medal will be awarded and merit list prepared in the examinations under CBCS to the candidates securing highest CGPA provided the candidate must have passed all the Semester Examinations at the first attempt and within minimum duration of the course. In case two candidates obtain the same CGPA then both the candidates will be awarded Gold Medal.

***8. Award of Grace Marks**

A candidate who fails in one or more external paper(s)/subject(s) (Written, Practical, or Viva-Voce) and/or in CGPA shall be given Grace Marks up to 1% of the aggregate marks (aggregate marks excluding the marks for Minor test/internal assessment/Sessional(s) of the Paper(s)/subject(s) in which s/he has actually appeared in that examination, if by addition of these marks s/he can pass the examination.

While assigning the letter grade corresponding to the marks obtained, the fraction of 0.5 and above marks shall be rounded up to the nearest higher integer and below 0.5 shall be ignored.

The grace marks shall be first added to the paper(s)/subjects/; in which minimum marks are required for passing in the examination and as per the sequence of the scheme if same numbers of grace marks are required in two or more papers, the grace allocation sequence will be theory-practical if same number of grace marks are required in theory or practical of a subject/paper.

However, if a candidate, after ascertaining Transcript from the university that s/he has been given Grace Marks, represents against the Grace Marks awarded to her/him the same shall be withdrawn and her/his result will be revised. The option once exercised shall be final. The request of the candidate for withdrawal of Grace Marks must reach the Controller of Examinations within one month of the dispatch of the Transcript by the University, after which no request will be entertained.

* Amended vide Executive Council Resolution No. 20 (61) dated 30.12.2022 w.e.f. the Session 2021-2022.

***RULES/GUIDELINES FOR IMPLEMENTATION OF CHOICE BASED CREDIT SYSTEM (CBCS) OF STUDY AND AWARD OF GRADES IN VARIOUS UNIVERSITY EXAMINATIONS (BASED ON UGC GUIDELINES)**

(w.e.f. the Session 2020-21)

For Under Graduate Courses

1. The University has introduced Choice Based Credit System (CBCS) of Study in all the Under-graduate courses being governed by UGC Rules and running at the University Campus, w.e.f. the session 2020-21 in phased manner.

2. Definitions of Key Words:

Academic Year: Two consecutive (one odd + one even) semesters constitute one academic year.

Semester: Each semester will consist of 15-18 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.

Choice-Based Credit System (CBCS): The CBCS provides choice for students to select from the prescribed courses (core, elective or minor or soft skill courses).

Credit Based Semester System (CBSS): Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

Duration of the Programme: The programme shall be extended over a period of three years comprising of six semesters with two semesters in one academic year. Each semester shall consist of a minimum of **450 contact hours distributed** over 90 working day spread over 15-16 weeks of six-day duration each and 4- 5 contact hours per day. The Semesters from July to December are Semesters I, III and V (called Odd Semesters) and from January to June are Semesters II, IV and VI (called Even Semesters).

Programme: An educational programme leading to the award of a degree, diploma or certificate

Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.

Credit Point: It is the product of grade point and number of credits for a course.

Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.

Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

*** New Rules for Under Graduate Courses**

The above Rules appearing in K.U. Calendar Vol.II, approved vide Executive Council Resolution No. 36(39) of 20.03.2021

Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F

Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

Course: Usually referred to, as ‘papers’ is a component of a programme. All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/tutorials/laboratory work/field work/ outreach activities/project work/Vocational training/viva/seminars/term papers/assignments/ presentations/ self-study etc. or a combination of some of these.

Core Course: A course compulsorily be studied by a candidate as a core requirement is termed as a Core course. The course designed for papers under this category aim to cover the basics that a student is expected to imbibe in that particular discipline

Elective Course: Generally, a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure to some other discipline/ subject/domain or nurtures the candidate’s proficiency/skill is called an Elective Course.

Discipline Specific Elective (DSE) Course: Elective course offered by the main discipline/subject of study is referred to as Discipline Specific Elective.

Dissertation/Project: An elective course designed to acquire special/advanced knowledge, such as supplement study/support study to a project work, and the candidate studies such a course on his own with an advisory support by a teacher/faculty member is called dissertation/project.

Generic Elective (GE) Course: An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure is called a Generic Elective.

A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such electives be referred to as Generic Elective.

Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses are of two kinds:

Ability Enhancement Compulsory Courses (AECC): “AECC” courses are the courses based upon the content that leads to Knowledge enhancement. These are mandatory for all disciplines.

- * Environmental Studies

- * English/MIL Communication Functional Hindi

- * **Skill Enhancement Courses (SEC):** SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

Introducing Research Component in Under-Graduate Courses

Project work/Dissertation is considered as a special course involving application of knowledge in solving /analyzing/ exploring a real life situation / difficult problem. A Project/Dissertation work

would be of 6 credits. A Project/Dissertation work may be given in lieu of a discipline specific elective paper.

3. Every course will be coordinated by a member of the regular teaching staff of the Department/Institute, called as Course Co-ordinator, duly approved by the Staff Council of the Department/Institute. He/she shall have the full responsibility for conducting the course. If a course is shared among more than one faculty, the senior most faculty will be Course Co-ordinator. He/she will coordinate the work of the other members of the faculty involved in that course holding the tests and assignments, and awarding the grades. For any difficulty, the student is expected to approach the Course Co-ordinator for advice and clarification. In addition, one faculty member of the Institute/Department shall act as Faculty Advisor for the students for this purpose. No contractual faculty/ Adhoc faculty/Teaching associate will act as course Co-ordinator for setting of question paper and evaluation of major test. For a course which is taught by contractual faculty/Adhoc Faculty/ Teaching associate a regular faculty will be assigned as course Co-ordinator by Departmental Evaluation Review Committee (DERC) which will comprise of Chairperson/Director and two senior most teachers of the Department/Institute.

4. **Examination, Assessment and Evaluation: -**

Each course has a certain number of credits which reflect its weightage. Credits of a course will be evaluated as under: -

- (a) For all lecture courses, one credit will be one hour teaching/tutorial per week (Semester-wise) generally.
- (b) Two laboratory hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of laboratory hours having fractional credits will be accepted. The courses having 1.5 hour Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses.

4.1 The ratio of major and minor tests evaluation will be in the range of 80:20 to 60:40 as decided by the Board of Studies in the subject concerned keeping in view norms of respective regulatory bodies i.e. UGC, AICTE, NCTE, PCI, BCI etc. The grade awarded to a student in each course will be based on performance of the student in Minor Tests (best two out of three), co-curricular activities (assignments, attendance, viva-voce, lab. work, seminar, workshop, presentation, group discussions, quiz etc.) and Major Test at the end of each Semester. Unless otherwise provided, the distribution of the weightage will be as under OR as approved by the concerned Board of Studies and inserted in the relevant scheme of examination:-

Internal Assessment	20%
End Term Examination /Major Test	80%

(Modalities/guidelines for awarding Internal Assessment Marks shall be the same as already prescribed by the Executive Council from time to time and inserted in the relevant scheme of examination.)

All tests i.e. Minor Tests as well as Major Tests (End Term Examination) will be conducted in the University Department/ Institute. The question papers for Major Tests (End Term Examinations) except Open Elective Paper_will be got set, printed and evaluated by Controller of Examinations as per the recommendations of Board of Studies of Institute/Department. The press copy of the paper after setting up of question paper by the paper setter appointed through BOS will be sent to the Examination Branch for printing. 50% of the papers will be set internally & 50% externally as recommended by BOS while all the evaluation will be made internally.

The Minor Tests after the evaluation will be shown to the students by respective teachers. In case the student is not satisfied with the evaluation of Major Test, he/she may apply for re-evaluation.

4.2 The Chairperson/Director/Principal of the Department/Institute shall forward the soft as well as hard copies of the final awards of the internal assessment based on minor test (best two out of three) and co-curricular activities (assignments, attendance, viva-voce, lab. work, seminar, workshop, presentation, group discussions, quiz etc.) of the students to the Examination Branch.

4.3 The Examination Branch will prepare and declare the grade/ result and will notify.

4.4 End Term examination (Major test) shall be open to a regular student who:

- (i) has been on the rolls of the Institute/Department during the Semester.
- (ii) has attended not less than 75% of the lectures in each paper, seminar, case discussion, field trips, tutorials, etc. This requirement shall be fulfilled separately for each course of study. A deficiency in the prescribed course (Lectures/Practicals) may be condoned by the Chairperson/Director/Principal of the Department/ Institute in a very hard and deserving case upto 10%.

4.5 Unless otherwise provided in the Ordinance for relevant examination, the minimum Semester Grade Point Average (SGPA) and CGPA (Cumulative Grade Point Average) required for the continuation of registration and the award of degree is 4.00.

5. 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 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 obtained pass marks in Internal Assessment, will also be awarded Grade 'F'. Such a candidate will have to appear for Minor test 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.

6. Computation of SGPA and CGPA

The following shall be the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- (i) . The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$\text{SGPA} (S_i) = \Sigma(C_i \times G_i) / \Sigma C_i$$

Where C_i is the number of credits of the i th course and G_i is the grade point scored by the student in the i th course.

- (ii). The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme i.e.

$$\text{CGPA} = \Sigma(C_i \times S_i) / \Sigma C_i$$

where S_i is the SGPA of the i th semester and C_i is the total number of credits in that semester.

- (iii) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Illustration of Computation of SGPA and CGPA and Format for Transcripts

- (1) Computation of SGPA and CGPA

Illustration for SGPA

Course	Credit	Grade letter	Grade point	Credit Point
Course 1	3	A	8	3 X 8 = 24
Course 2	4	B+	7	4 X 7 = 28
Course 3	3	B	6	3 X 6 = 18
Course 4	3	O	10	3 X 10 = 30
Course 5	3	C	5	3 X 5 = 15
Course 6	4	B	6	4 X 6 = 24
	20			139

Thus, SGPA = 139/20= 6.95

Illustration for CGPA

Semester 1	Semester 2	Semester 3	Semester 4
Credit : 20 SGPA: 6.95	Credit : 22 SGPA: 7.85	Credit : 25 SGPA: 5.65	Credit: 26 SGPA : 6.00
Semester 5	Semester 6		
Credit : 26 SGPA: 6.30	Credit : 25 SGPA: 8.00		

$$\text{Thus CGPA} = \frac{20 \times 6.95 + 22 \times 7.85 + 25 \times 5.65 + 26 \times 6.00 + 26 \times 6.30 + 25 \times 8.00}{144} = 6.76$$

144

- (2) While assigning the letter grade corresponding to the marks obtained, the fraction of 0.5 and above marks shall be rounded up to the nearest higher integer and below 0.5 shall be ignored.
- (3) Transcript (Format): Based on the above recommendations on Letter grades, grade points and SGPA and CGPA, the examination branch of the University may issue the transcript for each semester and a consolidated transcript indicating the performance in all semesters after completion of the programme.

7. General Guidelines for Award of Grades

The following are the general guidelines for the award of grades:

- (i) All evaluations of different components of course shall be done in marks for each student.
- (ii) The marks of various components shall be reduced to approved weightage (as decided by the Staff Council) and/or indicated in the scheme of teaching and examination and added to get total marks secured on a 100-point scale. The rounding off shall be done on the higher side.
- (iii) The merit list will be prepared and Gold Medal will be awarded in the examinations under CBCS to the candidates securing highest CGPA provided the candidate must have passed all the Semester Examinations at the first attempt and within minimum duration of the course. In case two candidates obtain the same CGPA then both the candidates will be awarded Gold Medal.

8. Award of Grace Marks:

A candidate who fails in one or more paper(s)/subject(s) (Major test/Written, Practical, Sessional/Minor test/Internal Assessment or Viva-Voce) and/or in CGPA shall be given Grace Marks up to 1% of the aggregate marks (aggregate marks excluding the marks for Minor test/Internal Assessment/Sessional(s) of the Paper(s)/subject(s) in which s/he has actually appeared in that examination, if by addition of these marks s/he can pass the examination.

The Grace Marks shall be first added to the paper(s)/subject(s); the remaining Grace marks, to the extent still necessary, shall then be added to the aggregate and the same number of marks shall be added to a subject wherever required.”

The grace marks will also be allowed, if otherwise eligible, in case the student’s CGPA in the last semester of the course improves from less than 5.00 to 5.00 or more.

However, if a candidate, after ascertaining from the Transcript/University that s/he has been given Grace Marks, represents, against the Grace Marks awarded to her/him the same shall be withdrawn and her/his result will be revised. The option once exercised shall be final. The request of the candidate for withdrawal of Grace Marks must reach the Controller of Examinations within one month of the dispatch of the Transcript by the University, after which no request will be entertained.

GUIDELINES FOR AWARDING DEGREE (S)

1. **An Undergraduate programme degree in Humanities/ Social Sciences** will be awarded if a student completes 4 core papers each in two disciplines of choice (from a list of subject combinations notified by the university and offered in the institute), 4 core papers each in English and Hindi/MIL respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 2 papers each from a list of Discipline Specific Elective papers based on the two disciplines of choice selected above, respectively, and two papers from the list of Generic Electives papers (offered in the institute).
2. **An undergraduate degree with Honors** in a discipline will be awarded if a student completes 14 core papers in that discipline, 2 Ability Enhancement Compulsory Courses(AECC), minimum 2 Skill Enhancement Courses (SEC) and 4 papers from a list of Discipline Specific Elective and 6 Generic Elective papers respectively.
3. **An undergraduate degree in vocational** discipline will be awarded if a student completes 4 core papers each in that discipline, 4 core papers each in English and Hindi/MIL respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 2 papers each from a list of Discipline Specific Elective papers based on that discipline and two papers from the list of Generic Electives papers (offered in the institute).
4. **An undergraduate Programme degree in Science** disciplines will be awarded if a student completes 4 core papers each in three disciplines of choice (from a list of subject combinations notified by the university and offered in the institute), 3 Ability Enhancement Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC) and 2papers each from a list of Discipline Specific Elective papers based on three disciplines of choice selected above, respectively.
5. **An undergraduate Programme degree in Home Science** disciplines will be awarded if a student completes 12 core papers in the discipline, 2 Ability Enhancement Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC) and 6 papers from a list of Discipline Specific Elective papers based on the discipline.
6. **An Undergraduate programme degree in Commerce (general)** will be awarded if a student completes 16core papers in the discipline, 2 Ability Enhancement Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC) and 4 papers from a list of Discipline Specific Elective papers based on the discipline and two papers from the list of Generic Electives papers (offered in the institute).
7. **An Undergraduate programme degree in Computer Applications** will be awarded if a student completes 12 core papers in the discipline, 3 Ability Enhancement Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC) and 6 papers from a list of Discipline Specific Elective papers based on the discipline.
8. **An Undergraduate programme degree in Tourism Management** will be awarded if a student completes 4 core papers in English, 8 core papers in the discipline , 3 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 3 papers from a list of Discipline Specific Elective papers based on the discipline.
9. **An Undergraduate programme degree in B.A. Mass Communications** will be awarded if a student completes 16 core papers in the discipline, 3 Ability Enhancement Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC), 04 papers from a list of Discipline Specific Elective papers (DSE) based on the discipline and **02 papers from the list of the Generic Elective (GE) papers.**

10. An Undergraduate programme degree in B.Sc. Programme in Multimedia/Graphics & Animation/Printing & Packaging Technology will be awarded if a student completes 16 core papers in the discipline, 3 Ability Enhancement Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC), 06 papers from a list of Discipline Specific Elective papers (DSE).
11. An Undergraduate programme degree in other courses running in the departments/institutes will be awarded as per scheme of the examination of the course.
12. The credit(s) for each theory paper/practical/tutorial/project/dissertation will be as per the scheme of the examination.
13. For the purpose of computation of work-load the following mechanism will be adopted:
 - i) 1 Credit = 1 Theory period of one hour duration
 - ii) 1 Credit = 1 Practical period of two hour duration
14. Institute(s) may evolve a system/policy about Extra Curricular Activities/General Interest and Hobby Courses/Sports/NCC/NSS/related courses on its own.
15. Institute(s) may evolve a system/policy about Extra Curricular Activities/General Interest and Hobby Courses/Sports/NCC/NSS/related courses on its own.
16. A student can opt for one additional subject in Undergraduate programme degree. However, the option of additional subject/credit hours will commence from the third semester onwards.
 - (i) A candidate who has passed Semester-I& II, examination of the Three-Year Degree Course in any of the Faculties of Arts, Science, or Commerce, under the CBCS, and desires to appear in one or more subject(s)/paper(s) prescribed for Semester-I, II, III & IV examinations as additional subject(s) shall appear in Semester-I, II, III & IV, as the case may be, in the subject(s)/paper(s) concerned provided he/she fulfills the other conditions prescribed under Statutes.
 - (ii) A candidate who has already qualified all the semesters of the B.A./B.Sc./B.Com.(General) course shall be permitted to appear in additional subject(s) in a Semester/s simultaneously, provided that in the case of subject(s) involving practical examination a candidate must have attended at least minimum number of practical sessions prescribed for the subject(s) in the institute.

*The institute will offer the additional course depending upon the availability and feasibility of the infrastructure and faculty in the concerned subject.

♦ORDINANCE-MASTER OF ARTS (M.A.) EXAMINATION

(Under Choice Based Credit System)

(w.e.f. the session 2016-17)

1. The examination for the Degree of Master of Arts (M.A.) (under Choice Based Credit System) shall be held in the following subjects and a candidate shall appear in one of these:

- (1) Ancient Indian History, Culture & Archaeology
- (2) Economics
- (3) Education
- (4) English
- (5) Hindi
- (6) History
- (7) Music (Instrumental/Vocal)
- (8) Panjabi
- (9) Philosophy
- (10) Political Science
- (11) Psychology
- (12) Public Administration
- (13) Sanskrit
- (14) Social Work (Master of Social Work)
- (15) Sociology
- (16) Fine Arts
- (17) Women's Studies
- (18) Defence & Strategic Studies
- (19) Journalism & Mass Communication
- (20) Business Economics
- *(21) Yoga

2. The duration of the course leading to the award of Master of Arts (M.A.) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e., July to December and January to May/June.

2.1 The End Term Examination (Major Tests) as well as their Supplementary examinations for the First and Third Semesters shall be held in the month of December/January and for the Second and Fourth Semesters as well as their Supplementary examinations in the month of May/June.

♥Note: The supplementary examination for the 3rd Semester may be held alongwith OR after the 4th Semester examination and Supplementary examination for the 4th Semester may also be held alongwith OR after the 3rd Semester Examination.

♦ Approved vide Executive Council Resolution No.14(25) of 29.12.2016.

* Added vide Executive Council Resolution No.36(35) of 20.03.2021.

♥ Added vide Executive Council Resolution No. 6(17) of 19.07.2024.

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

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

3. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto, shall be eligible for admission to the relevant M.A. First Semester Course:-

***(a) For Ancient Indian History, Culture & Archaeology :**

B.A. B.Sc. B.Com. pass marks.

(b) For Economics :

Bachelor Degree in any discipline with at least 50% marks in aggregate or with at least 45% marks in the subject of Economics.

(c) For Education :

(i) B.A. (Hons.) in Education.

OR

(ii) Bachelor Degree in any discipline with at least 50% marks in aggregate or 45% marks in the subject of Education.

(d) For English :

(i) B.A. (Hons.) in English with 45% marks in aggregate.

OR

(ii) Bachelor Degree with at least 50% marks in aggregate or 45% marks in the subject of English.

(e) For Hindi :

(i) B.A.(Hons.) in Hindi.

OR

(ii) Bachelor Degree in any discipline with at least 50% marks in aggregate or 45% marks in the subject of Hindi/Sanskrit Compulsory/Elective)/ Functional Hindi/Prabhakar.

OR

(iii) Shastri examination (new scheme) of three year duration with 45% marks in aggregate.

(f) For History :

(i) B.A. (Hons.) in History with 45% marks in aggregate.

OR

(ii) Bachelor Degree in any discipline with at least 50% marks in aggregate or 45% marks in the subject of History/Public Administration/Sociology/ Political Science/Geography.

(g) For Music (Instrumental/Vocal) :

(i) B.A.(Hons.) in Music with 45% marks in aggregate.

OR

(ii) Bachelor Degree with Music as one of the subjects with at least 45% marks in the subject of Music.

OR

* Added vide Executive Council Resolution No.4(19) of 24.07.2017 w.e.f. 2017-18.

(iii) Bachelor Degree of minimum 3 years duration with any of the following examinations:

‘Sangeet Prabhakar’ from Prayag Sangeet Samiti, Allahabad or from Rajasthan Sangeet Sansthan, Jaipur

‘Sangeet Visharad’ from Bhatkhande Sangeet Vidyapith, Lucknow or from Gandharva Mahavidyalaya, Mumbai or from Prachin Kala Kendra, Chandigarh.

(h) For Panjabi :

(i) B.A.(Hons.) in Panjabi

OR

(ii) Bachelor Degree in any discipline with at least 45% marks in the aggregate or 45% marks in the subject of Panjabi.

(i) Philosophy :

(i) B.A.(Hons.) in Philosophy.

OR

(ii) Bachelor Degree in any discipline with at least 40% marks in aggregate or 40% marks in the subject of Philosophy/Psychology.

(j) For Political Science :

(i) B.A.(Hons.) in Political Science with 45% marks in aggregate.

OR

(ii) B.A. with at least 45% marks in the subject of Political Science/Public Administration/Sociology/ History/Economics.

OR

(iii) Bachelor Degree in any discipline with at least 50% marks.

(k) For Psychology :

(i) B.A.(Hons.) in Psychology with 45% marks in aggregate;

OR

(ii) Bachelor Degree in any discipline with at least 50% marks in aggregate or 45% marks in the subject of Psychology.

(l) For Public Administration :

(i) Bachelor Degree in any discipline with 50% marks in aggregate.

OR

(ii) Bachelor Degree with 45% marks in the subject of Public Administration/ Political Science/History/ Sociology/Economics.

(m) For Sociology :

(i) B.A.(Hons.) in Sociology with 45% marks in aggregate.

OR

(ii) Bachelor Degree in any discipline with at least 50% marks in aggregate or 45% marks in the subject of Sociology/Psychology/Social Work.

(n) For Sanskrit :

B.A. (Hons.) in Sanskrit with at least 45% marks in the aggregate; or B.A. or an examination recognized as equivalent to B.A., with Sanskrit (Elective or Compulsory) with 45% marks in Sanskrit or 50% marks in the aggregate; B.A. or any Graduate from a recognized University/Institute without Sanskrit with atleast 60% marks in the aggregate having Sanskrit

as a Subject in Matric/Senior Secondary (10+2 level); or Shastri (Vishishta with English) with at least 45% marks (out of the aggregate excluding the additional papers) in Sanskrit.

(o) For Social Work :

Bachelor Degree in any discipline with 50% marks in aggregate.

*** (p) For Fine Arts**

B.A. with Art/Commercial Art, Designing & Painting as one of the subjects with atleast 45% marks in aggregate or 4-years BFA (Applied Art or Painting or Sculpture or Graphic Art) with atleast 45% marks in aggregate.

OR

Graduation with atleast 45% marks in aggregate and 2 Yr. Diploma in Art & Craft from a recognized University/ Board.

OR

B.Sc. in Graphic Animation with atleast 45% marks in aggregate.

OR

Graduation with atleast 45% marks in aggregate and 3 Yr. Diploma in Art for drawing teacher from a recognized University/Board.

OR

Bachelor of Design, with atleast 45% marks in aggregate.

OR

Bachelor of Fashion Designing or Design with atleast 45% marks in aggregate.

(q) For Women's Studies :

Bachelor Degree in any discipline with 50% marks in aggregate.

(r) For Defence & Strategic Studies :

(i) B.A. with 45% marks in the subject of Military Science.

OR

(ii) Bachelor degree in any discipline with at least 50% marks.

(s) For Journalism and Mass Communication :

Bachelor Degree in any discipline with 50% marks in aggregate.

(t) For Business Economics:

Bachelor Degree in any discipline with at least 50% marks in aggregate or with at least 45% marks in the subject of Economics.

♦ (u) For Yoga:

Bachelor Degree in any discipline with at least 45% marks in aggregate.

4. A person who has passed M.A. I and II Semester Examinations of Kurukshetra University in the subject concerned, shall be eligible to join III Semester Class of M.A. Course. This is, however, subject to the provisions made under Clause 9.

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

* Amended vide Executive Council Resolution No. 33(22) of 29.10.2021 w.e.f. 2021-22.

♦ Amended vide Executive Council Resolution No. 36 (35) of 20.03.2021.

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

5.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

5.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant Scheme of Examination.

5.3 Credits of a course will be evaluated as under:-

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses/Practical/Field Work.

6. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of Class tests; Seminar; Attendance etc and End-Term Examination at the end of each Semester. The distribution of the weightage will be as per Scheme of Examination.

6.1 The following parameters (with weightage of each) forming the basis of award of Minor Test shall be adopted and inserted in the relevant scheme of examination:-

(i) For all M.A. courses except M.A Journalism & Mass Communication:

- (i) One test/Seminar/Assignment/Field Work : 50%
for each paper
- (ii) One Class test : 25%
(one period duration)
- (iii) Attendance : 25%

Marks for Attendance will be given as under:

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

*For students engaged in co-curricular activities of the Department/Institute only/ authenticated medical grounds duly approved by the concerned Chairperson/Director.

(ii) For M.A. Journalism & Mass Communication:

For Theory Papers :

- (i) One test/Seminar : 50% marks
for each paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

For Practicals :

- (i) One Seminar/Test/Viva/ : 50% marks
Sessional for each practical paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under :

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

*For students engaged in co-curricular activities of the Department/Institute only/ authenticated medical grounds duly approved by the concerned Chairperson/ Director.

6.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson of the Department/Director of the Institute concerned before forwarding it to the Examinations Branch.

6.3 The Chairperson of the Department/ Director of the Institute concerned shall forward the final awards/grade of Minor Tests of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Minor Test Grade awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

6.4 The Chairperson of the Department/Director of the Institute concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

7. The End Term Examination (ETE) (Major Tests) for I/II/III/IV Semester examinations shall be open to a regular student who has:

- (a) passed, not less than one academic year previously, the requisite qualifying examination as laid down in Clause 3, or is covered under clause 4 or 9.
- (b) remained on the rolls of the Department/Institute during one Semester preceding the examination; and

(c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Director of the Institute concerned and produces the following certificates :

(i) of good character;

(ii) of having attended not less than 75% of the full course of lectures/practicals delivered to his class in each of the course offered in each Semester (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/ practicals will be detained by the Department/Institute to take the Major Test in the concerned paper/practical unless he/she repeats the course in that paper(s)/practical(s) and obtains requisite attendance.

7.1 A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the Department/Director of the Institute concerned as under:

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

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

8. A candidate who has completed the prescribed course of instruction in the Department/Institute for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Director of the Institute, to appear/re-appear in the semester Examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the Supplementary Examinations, as specified in Clause 2.1 above.

9. A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she passes in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

9.1 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to an M.A. course shall be deemed to be unfit for that M.A. Programme. The bar shall not apply to a candidate appearing to avail the extra chance in the Fourth Semester Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 8 above.

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

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

11. The medium of instruction for Master of Arts Course shall be English except in the case of Sanskrit, where it shall be Sanskrit, English, or Hindi and in the case of Hindi and Panjabi, where it shall be Hindi and Panjabi respectively.

The medium of examination shall be as under:-

- (a) The question-papers shall be set both in Hindi and English except in the case of English, Hindi and Panjabi, where these shall be set in English, Hindi and Panjabi respectively.
- (b) The candidates shall write their answers as under :-

Subject Medium

(i) English	English
(ii) Hindi	Hindi
(iii) Sanskrit	Sanskrit or Hindi or English
(iv) Panjabi	Panjabi
(v) Other subjects	English or Hindi

Provided that the medium of examination shall be English or Hindi or the language concerned if the facilities in the Department are available.

12. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

- (i) Grade 'P' in each Major Test;
- (ii) Grade 'P' in each practical examination or Dissertation or Project Report/Training Report/Field Work or Viva-voce etc., where prescribed;
- (iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical paper.

12.1 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s)/Project/Training/Field Work in which he/she has obtained at least Grade 'P' including Minor Test Grade, as indicated in (i), (ii) and (iii) above. Such a candidate will not be required to re-appear in Minor Test.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

14. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to IV 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 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 as per clause 8 for obtaining pass grade.

- (2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.
- (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.

15. A candidate who has passed the Master of Arts (M.A.) First and Second Semester Examinations with at least Grade B+ in the aggregate may offer dissertation, wherever prescribed in the scheme of examination for the course as an optional paper. The subject of dissertation shall be approved by the Chairperson of the University Department concerned. A candidate shall submit to the Chairperson of the University Department an application for the approval of the topic for the dissertation, alongwith the synopsis within one month of his/her admission to Third Semester Class.

15.1 Every candidate who offers dissertation shall be required to submit two copies of his/her dissertation alongwith a brief abstract of the same giving an account of the investigations/research conducted and its main findings (which will not exceed 500 words). The dissertation shall be examined by one External Examiner only.

15.2 The last date for receipt of Dissertation in the Secrecy Branch shall be 1st April of the fourth Semester. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examinations. If a candidate fails to submit the dissertation even during the extended period he/she will be considered to have absented in the dissertation paper and his/her result shall be declared accordingly.

15.3 A candidate who has submitted a dissertation as a part of his/her examination may withdraw the same before it has been examined but once it is examined and the candidate obtains the minimum pass Grade he/she shall not be permitted to withdraw it or submit another dissertation in lieu thereof. The Grade obtained by him/her for the dissertation shall be taken into account when he/she appears in any future examination for the purpose of passing therein or for improving performance/grade.

16. A candidate who has already passed the Master of Arts Examination from this University, in a subject in which different optional papers are permitted, may appear in one or more other optional papers of that subject, at any subsequent examination when held, without attending a regular course of study. Provided that if there is any corresponding practical work involved, he/she must attend the prescribed number of practicals in the Department/College. The examination fee shall be the same as prescribed by the University from time to time for each paper.

The minimum percentage/grade of marks required to pass in each paper, shall be as prescribed in clause 12 above.

17. A person who has passed the Master of Arts (M.A.) examination of this University and is desirous of improving his/her performance/Grade, will be allowed to appear as an ex-student in the concerned M.A Examination thrice in one or more theory paper(s) of all the four semesters examinations within a period of five years of his/her passing the M.A. examination. Such a candidate, in the first instance, shall be required

to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the Semester examination, simultaneously in December/May.

If he/she does not improve his/her performance/Grade he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance/Grade even in the second chance, he/she will be given third chance to improve his/her performance/Grade.

17.1 The result of such a candidate shall be declared only if he/she improves his/her performance/Grade in the aggregate of all the four semester examinations by taking into account the grade obtained by him/her in the paper(s) in which he/she re-appeared and the grade obtained by him/her earlier in the remaining paper(s) etc., whichever are higher. The fact that the candidate has improved the performance/Grade shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance/grade.

17.2 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma course in Language and Bachelor of Education (B.Ed.) Examinations. M.Phil. regular students will also be permitted to improve their Master's Degree result, as per rules.

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

Transitory Provision :

Candidates admitted to the Master of Arts (M.A.) course under Semester System in the University Teaching Department during the academic session 2015-16 or earlier shall be governed by the old rules.

♦ORDINANCE—MASTER OF SCIENCE (M.Sc.) EXAMINATION

(Under Choice Based Credit System)

(w.e.f. the session 2016-17)

1. The examination for the Degree of Master of Science (M.Sc.) (under Choice Based Credit System) shall be held in the following subjects and a candidate shall appear in one of these:

- (1) Botany
- (2) Biochemistry
- (3) Biotechnology
- (4) Chemistry
- (5) Forensic Science
- (6) Geography
- (7) Mass Communication
- (8) Mathematics
- (9) Microbiology
- (10) Physics
- (11) Statistics
- (12) Zoology
- (13) Electronic Science
- (14) Environmental Science
- (15) Applied Geology
- (16) Computer Science (Software)
- (17) Home Science

(Note: A candidate shall appear in any one of these disciplines:

- (i) Food, Nutrition and Dietetics;
- (ii) Clothing, Textiles and Fashion Designing;
- (iii) Human Development.)

2. The duration of the course leading to the award of Master of Science (M.Sc.) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

2.1 The End Term Examination (Major Tests) as well as their Supplementary examinations for the First and Third Semesters shall be held in the month of November/December and for the Second and Fourth Semesters as well as their Supplementary examinations in the month of May/June.

♦Note: The supplementary examination for the 3rd Semester may be held alongwith OR after the 4th Semester examination and Supplementary examination for the 4th Semester may also be held alongwith OR after the 3rd Semester Examination.

♦ Approved vide Executive Council Resolution No. 14(27) of 29.12.2016 w.e.f. Session 2016-17.

♦ Added vide Executive Council Resolution No. 6(17) of 19.07.2024.

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

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

3. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto, shall be eligible for admission to the First Semester of the M.Sc. Courses :-

(a) For M.Sc. Course in Botany:

B.Sc. Examination with at least 50% marks in aggregate with Botany, Chemistry and Zoology or Biochemistry or Genetics or any other bio-subject.

Note: Candidates with B.Sc.(Agriculture) are not eligible for admission to M.Sc.(Botany) course.

***(b) For M.Sc. Course in Bio-chemistry:**

B.Sc.(General) or B.Sc. (Hons.) or an equivalent undergraduate degree in any branch of life sciences with at least 50% marks in aggregate.

OR

B.Pharm./BMLT/B.V.Sc. degree with at least 50% marks in aggregate.

*Note: B.Sc. Medical Lab Technology (MLT) with lateral entry and B.Sc. (Non-medical) are not eligible in M.Sc. Biochemistry.

(c) For M.Sc. Course in Biotechnology:

Bachelor Degree with 50% marks in B.Sc. with Botany, Genetics, Zoology, Biochemistry, Microbiology or Biotechnology as one of the main subjects.

♦♦(d) For M.Sc. Course in Chemistry:

B.Sc.(Hons.) in Chemistry/B.Sc.(Pass) with Chemistry as one of the major subjects with at least 50% marks in aggregate.

Note: Equal specialization in each stream i.e. Physical, Inorganic & Organic in M.Sc. Chemistry (Final) will be allotted on the basis of merit of First Semester Examination and choice of the students out of existing strength of M.Sc. (Final).

**** (e) For M.Sc. Course in Forensic Sciences:**

Bachelor degree in any discipline of Sciences with 50% marks in aggregate.

(f) For M.Sc. Course in Geography:

B.A./B.Sc.(General or Hons.) with Geography as a subject with 50% marks in aggregate.

(g) For Mass Communication:

* Amended vide E.C. Resolution No.4(20) of 24.07.2017 w.e.f. 2017-18.

* Amended vide E.C. Resolution No.36(11) of 20.03.2021 w.e.f. 2019-20.

♦♦ Amended vide E.C. Resolution No.20(30) of 30.12.2022 w.e.f. 2022-23.

** Amended vide E.C. Resolution No.4(18) of 24.07.2017 w.e.f. 2017-18.

Bachelor Degree in any discipline with atleast 50% marks.

(h) For M.Sc. Course in Mathematics:

B.A./B.Sc. with Mathematics as one of the subjects or B.A.(Hons.)/B.Sc.(Hons.) in Mathematics with at least 50% marks.

*** (i) For M.Sc. Course in Microbiology:**

Bachelors of Science (B.Sc.) with 50% marks with Botany/Genetics/Zoology/ Biochemistry/ Microbiology/Biotechnology/Industrial Microbiology/Microbial Biotechnology as one of the main subject.

Note: Candidates with B.Sc. Agriculture and B.Sc. MLT are not eligible for admission to M.Sc. Microbiology.

(j) For M.Sc. Course in Physics:

B.Sc. with at least 50% marks in the aggregate with Physics and Mathematics as two of the main subjects.

*** (k) For M.Sc. Course in Statistics:**

B.A./B.Sc. or B.A./B.Sc.(Hons.) with Mathematics or Statistics as one of the main subjects/PG Diploma in Statistics and Operational Research or any other examination recognized as equivalent thereto, with at least 50% marks in aggregate.

OR

B.E./B.Tech. with Mathematics as a subject at 10+2 level with atleast 50% marks in aggregate.

(l) For M.Sc. Course in Zoology :

B.Sc. Examination with at least 50% marks in aggregate with Zoology as one of the subjects.

**** (m) For M.Sc. Course in Electronic Science:**

Post-graduate Diploma in Electronics/B.Sc.(IT)/B.Sc.(Instrumentation)/B.Sc. (Applied Electronics) with atleast 50% marks in aggregate.

OR

B.Sc. with any three of the subjects: Electronics, Electronic Equipment Maintenance, Physics, Mathematics, Computer Science, Chemistry and Instrumentation with at least 50% marks in aggregate.

OR

B.Sc. (Electronics/Applied Electronics/ Instrumentation/ Physics/ Applied Physics) Hons.

(n) For M.Sc. Course in Environmental Science:

B.Sc. (General)/B.Sc. (Hons.)/B.Sc. in any allied subject of Life Science/ Environmental Science/Physical Sciences/B.E./B.Tech. in any discipline with at least 50% marks in aggregate.

(o) For M.Sc. Course in Applied Geology:

B.Sc. Examination with atleast 50% marks in aggregate.

* Amended vide E.C. Resolution No.33(27) of 29.10.2021 w.e.f. 2021-22.

* Amended vide E.C. Resolution No.7(11) of 13.02.2019 w.e.f. 2018-19.

** Amended vide E.C. Resolution No.33(23) of 29.10.2021 w.e.f. 2021-22.

(p) For M.Sc. Course in Computer Science (Software)

B.Sc./B.Com. with Computer Science or Computer Applications (Vocational) as one of the subjects with at least 50% marks in aggregate.

OR

B.Sc. (Hons.) in Computer Science or B.Sc. (Hons.) Information Technology or B.Sc. Information Technology or BIS/BSIS with atleast 50% marks in aggregate.

OR

B.A. with Computer Science with atleast 50% marks in aggregate and having Mathematics as one of the subjects at graduation level.

OR

BCA with 50% marks in aggregate or Post B.Sc. Diploma in Computer Science & Applications/Post Graduate Diploma in Computer Applications/Post Graduate Diploma in Computer Science with at least 50% marks in the aggregate.

Provided that those students who have passed one year Diploma Courses must have passed B.Sc.(Non-Medical) or B.A. with Mathematics at their Graduation level.

OR

♦Bachelor of Vocation (Networking and Mobile Applications) Or Bachelor of Vocation (Software Development) with at least Grade B.

(q) For M.Sc. Course in Home Science

♦♦ (a) M.Sc. (Food, Nutrition and Dietetics)

Candidates who has passed one of the following examinations with 50% marks in aggregate:

B. Sc. (Home Science) /B.Sc. Community Science/ B.Sc. Clinical Nutrition and Dietetics/ B. Sc. Human Nutrition & Dietetics/ B. Sc. Nursing/ B. Sc. Agriculture/ B. Sc. Life Science.

OR

Bachelor of Science or B.Voc. with Nutrition and Dietetics /Botany/Zoology/ Genetics/Biochemistry/Microbiology/Bio-technology/Food Technology/Food Microbiology/Nutrition biology/Food Processing/Food Science and Quality Control.

♦♦(b) M.Sc. (Human Development)

Candidate who has passed one of the following examinations with 50% marks in aggregate:

B.Sc. Home Science/ B.Sc. Home Science with Honors/B.Sc. Community Science/B.Sc. Extension Education/ B.Sc. Clinical Nutrition and Dietetics/ B. Sc. Human Nutrition & Dietetics.

B.Sc. in Psychology/Clinical Psychology/ Sociology/Early Childhood care & Education/Special Education & Rehabilitation/Child psychology/Child Nursing/ Child Development/ Childhood Studies/Child Health Nursing/Child Care/Child &

♦ Amended vide E.C. Resolution No.7(15) of 13.02.2019 w.e.f. 2018-19.

♦♦ Amended vide E.C. Resolution No.32(18) of 22.08.2023 w.e.f. 2023-24

adolescent mental Health/ Child Development/Child & Family Science/Women Studies

***(c) M.Sc. (Clothing, Textiles and Fashion Designing)**

Candidate who has passed one of the following examinations obtaining atleast 50% marks in aggregate:

B.Sc. Home Science/B.Sc. Home Science with Honours

OR

B.Sc. Clothing & Textiles/B.Sc. Fashion Designing/Fashion Technology

OR

Bachelor in Fashion & Apparel Design

OR

B.Sc. Fashion & textiles Design

OR

B.Voc. Textile & Fashion Designing/ B.Voc. Fashion Technology

OR

B.Sc. in any other allied subject related to Clothing Textiles and Fashion Designing

Note: A candidate who has passed B.Sc. (Agriculture) or B.A. with Home Science as one of the main subjects or B.A. with any subject combination is not eligible for admission to M.Sc. (Home Science) course for any field of specialization.

4. A person who has passed M.Sc. I and II Semester Examinations of Kurukshetra University in the subject concerned, shall be eligible to join III Semester Class of M.Sc. Course. This is, however, subject to the provisions made under Clause 9.

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

5.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

5.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

5.3 Credits of a course will be evaluated as under:-

(a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.

* Amended vide E.C. Resolution No.36(7) of 20.03.2021 w.e.f. 2019-20.

- (b) Two laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of Laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of Laboratory courses/Practical/Field Work.

6. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of Class tests; Seminar; Attendance; Assignments; Group Discussions; Quiz; etc and End-Term Examination at the end of each Semester. The distribution of the weightage will as per scheme of examination.

6.1 The following parameters (with weightage of each) forming the basis of award of Minor Test shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers :

- | | | | | | |
|------|--------------------------------|---|----------------|---|------------------|
| (i) | Class Test-I
Class Test-II | } | for each paper | : | 75% to 80% marks |
| (ii) | Attendance, Seminar/Assignment | | | | |

For Practicals:

- | | | | |
|------|--|---|------------------|
| (i) | Seminar/Viva-Voce/Test
for each practical paper | : | 75% to 80% marks |
| (ii) | Attendance and/or Assignment | : | 20% to 25% marks |

Marks for Attendance may be given as under:

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

*For students engaged in co-curricular activities of the Department/Institute only/authenticated medical grounds duly approved by the concerned Chairperson/ Director.

6.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson of the Department/Director of the Institute concerned before forwarding it to the Examinations Branch.

6.3 The Chairperson of the Department/ Director of the Institute concerned shall forward the final awards/grade of Minor Tests of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Minor Test Grade of a candidate who fails in any semester examination shall be carried forward to the next examination.

6.4 The Chairperson of the Department/Director of the Institute concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

7. The End Term Examination (ETE) (Major Tests) for I/II/III/IV Semester examinations shall be open to a regular student who has:

- (a) passed, not less than one academic year previously, the requisite qualifying examination as laid down in Clause 3, or is covered under clause 4 or 9.
- (b) remained on the rolls of the Department/Institute during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Director of the Institute concerned and produces the following certificates :
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, seminar, tutorial etc. in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/practicals will be detained by the Department/Institute to take the Major Test in the concerned paper/practical unless he/she repeats the course in that paper(s)/practical(s) and obtains requisite attendance.

7.1 A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the Department/Director of the Institute concerned as under:

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

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

8. A candidate who has completed the prescribed course of instruction in the Department/Institute for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Director of the Institute, to appear/re-appear in the semester Examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the Supplementary Examinations, as specified in Clause 2.1 above.

9. A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she passes in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

9.1 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to an M.Sc. course shall be deemed to be unfit for that M.Sc. Programme. The bar shall not apply to a candidate appearing to avail the extra chance in the Fourth Semester Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 8 above.

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

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

An additional fee as prescribed by the University from time to time shall be paid by the candidates of M.Sc. in Applied Geology in I and III Semester Examinations for Field Reports/ Dissertation.

11. The medium of instruction in case of all subjects except Mass Communication shall be English. In the case of Mass Communication, it shall be Hindi/English.

The medium of examination (except in the case of Geography/Mass Communication) shall be English. In the case of Geography/Mass Communication, it shall be English or Hindi.

This is, however, subject to relaxation as per Executive Council Resolution No.47 of 30.12.1998 i.e. the medium of examination shall be English or Hindi if the facilities in the Department are available.

12. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

- (i) Grade 'P' in each Major Test;
 - (ii) Grade 'P' in each practical subject or Seminar or Field Training Report, Project Work or Dissertation or Production work or Assignment or Field Work or Viva-voce examination etc., where prescribed;
 - (iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical paper.
- There will be no re-examination for Minor Test.

12.1 While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s)/Practical(s)/Seminar/Field Training Report/Dissertation/Project Work/Field Work/ Audio Video Production Project/Multimedia Project in which he/she has obtained at least Grade 'P' in aggregate, as indicated in (iii) above.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

14. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to IV 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 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 as per clause 8 for obtaining pass grade.

(2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.

(3) If 'F'/'Ab' Grade is awarded to a candidate in major Project/Dissertation/ Field Training, he/she will get only one more chance to appear in Viva-Voce/repeat the Project/Dissertation/Field Training, as per recommendation of the examiner 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 (CBCS) courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/ CGPA.

15. A candidate who has already passed the Master of Science Examination from this University, in a subject in which different optional papers are permitted, may appear in one or more other optional papers of that subject, at any subsequent examination when held, provided that if there is any corresponding practical work involved, he/she must attend the prescribed number of practicals in the Department/Institute. The examination fee shall be the same as prescribed by the University from time to time for each paper.

The minimum percentage/grade of marks required to pass in each paper, shall be as prescribed in clause 12 above.

16. Project/Training Report for M.Sc. in Microbiology/Biotechnology and Dissertation/ Project work/Production work for M.Sc. Mass Communication:

16.1 Each student shall complete the project on one of the aspects of his/her subject, as provided in the concerned scheme of examination. The students shall submit two copies of their training/Project Report/Dissertation/ Project work/Production work, as the case may be, in the Secrecy Branch duly forwarded by the Supervisor through the Chairperson of the Department/Director of the Institute concerned latest by a date specified as prescribed in the Scheme of Examination or by PG Board of Studies. However, after the expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examinations. If a candidate fails to submit the Dissertation even during the extended period, he/she will be considered to have absented in the Project/Dissertation Paper and his/her result shall be declared accordingly.

16.2. The evaluation of Project Report/work/Dissertation/Production work/Documentation in CD and Viva-Voce, as the case may be, shall be conducted by a panel of two examiners consisting of the one external examiner and the internal examiner to be appointed by the Board of Post-graduate Studies in the concerned subject. After conducting the Viva-Voce examination, the panel of examiners will award grades/marks as per the scheme of examination and the same will be sent to the Examinations Branch immediately. If a Dissertation/Project work/ Production work/Project Report/Training Report is rejected it may be submitted again after due revision and payment of fresh fee within a period of three months of intimation of rejection to the candidate.

17. Dissertation/Project/Training Report for M.Sc. in Electronic Science/Environmental Science/ Applied Geology/Home Science:

17.1 In case of M.Sc. Electronic Science the subject of Project/Dissertation will be as approved by the Chairperson of the Department.

The candidates shall be required to undertake a Project work/Dissertation work spread over Fourth Semester. They shall be required to submit a comprehensive Project Report on the completion of the Project for examination by a panel of external and internal examiners to be appointed by the Post-graduate Board of Studies. The Project will have only SGPA which will not be the part of CGPA. Student would be awarded Grades on the basis of SGPA for the project work. There will be no internal assessment for the Project. The last date for the submission of the Project Report will be 15th July every year. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examination. If a candidate fails to submit the dissertation even during the extended period, he/she will be considered to have absented in the Project/Dissertation paper and his/her result shall be declared accordingly.

17.2 **In case of M.Sc. (Home Science)**, a student who has obtained Grade 'A' in I and II Semester examinations of M.Sc. (Home Science) will be eligible to opt for Dissertation in M.Sc. Home Science IV Semester. Other students securing less than Grade 'A' will have to opt other course in lieu of Dissertation, as per scheme of examination of M.Sc. Home Science under CBCS.

17.3 **In case of M.Sc. in Environmental Science**, candidates shall be required to undergo a summer training (4-5 weeks) at the end of second semester with some Industry/NGO/Research Institute/ Consultancy/Environmental Pollution Control Board/Survey Work related to the environment during the summer vacation.

One copy of the summer training report will be submitted by the student in the III Semester and the student will give a presentation of the summer training programme and will be evaluated by the Departmental Committee of three teachers as approved by the Director of the Institute of Environmental Studies.

Dissertation will be optional against one Practical Examination and will be decided by the Institute on the basis of availability of sufficient resources. In case of Dissertation, the Topic of dissertation will be approved by the Director of the Institute on the recommendation of the committee, constituted for the purpose consisting of the Faculty members. The candidate shall be required to submit two copies of Dissertation Report through his/her supervisor in the Institute of Environmental Studies at the end of Fourth Semester. Dissertation will be jointly evaluated on the spot by the external and internal examiners. If a candidate fails to submit the Dissertation on the last date of submission, decided by the Director and fails to appear for Viva-Voce, he/she will have to appear for the Viva-voce examination with the next batch. After expiry of above date for submission of Dissertation, extension in date shall be permissible with penalty as laid down in General Rules for Examination. If a candidate fails to submit the Dissertation even during the extended period, he/she will be considered to have absented in the Project/Dissertation Paper and his/her result shall be declared accordingly. The External Examiner will be appointed by the Post-graduate Board of Studies. The marks/grades secured in Dissertation Report shall be taken into account when he/she re-appears in any future examination under Re-appear Clause 8.

Examinations in Practicals to be conducted jointly by the External and Internal Examiners. If an External Examiner is unable to come, another teacher from the University/ Faculty/another College or nearby Institute may act as External Examiner.

17.4 **In case of M.Sc. in Applied Geology**, each student is required to undergo about ten days field training in an academic session. The Field training of first academic session consists of acquaintance with rocks, minerals and fossils in the field and of geological mapping. In the Second academic session, the

students will be given training in mineral exploration/groundwater exploration/mining and engineering geological projects/environmental conservation projects/ watershed development projects etc. The break up of different components of field training for the purpose of evaluation of a student's performance will be as follows:

(a) Field Training	50%
(b) Field Report	25%
(c) Viva Voce	25%

The examination of field training report and the Viva-Voce shall be conducted jointly by the internal and external examiners as there will be no separate evaluation of the field training report.

In the I, III Semesters the student shall be required to undergo geological field training for about ten days. A comprehensive field training report two copies neatly typed and bound shall have to be submitted by students within 30 days after the training. The submission period may be extended for a week by the Chairperson under justified circumstances.

All the field reports/vocational training reports/project dissertations shall be jointly evaluated by internal as well as external examiners and the Viva-Voce too shall be jointly conducted by both of them. The marking shall be done as per procedure laid down in the syllabus.

17.5 A successful candidate may publish original result of the Dissertation, if permitted by the Supervisor concerned as a paper in a Journal of repute.

18. A person who has passed the Master of Science (M.Sc.) examination of this University and is desirous of improving his/her performance/Grade, will be allowed to appear as an ex-student in the concerned M.Sc. Examination thrice in one or more theory paper(s) of all the four semesters examinations within a period of five years of his/her passing the M.Sc. examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the Semester examination, simultaneously in December/May.

If he/she does not improve his/her performance/Grade he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance/Grade even in the second chance, he/she will be given third chance to improve his/her performance/Grade.

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

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance/grade.

18.2 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma course in Language and Bachelor of Education (B.Ed.) Examinations. M.Phil. regular students will also be permitted to improve their Master's Degree result, as per rules.

19. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination

held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

Transitory Provision :

Candidates admitted to the Master of Science (M.Sc.) course under Semester System in the University Teaching Department during the academic session 2015-16 or earlier shall be governed by the old rules.

♦ORDINANCE—MASTER OF COMMERCE (M.COM.) EXAMINATION

(Under Choice Based Credit System)

(w.e.f. the session 2016-17)

1. The duration of the course leading to the award of Master of Commerce (M.Com.) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.1 The End Term Examination (Major Tests) as well as their Supplementary examinations for the First and Third Semesters shall be held in the month of December/January and for the Second and Fourth Semesters as well as their Supplementary examinations in the month of May/June.

♦Note: The supplementary examination for the 3rd Semester may be held alongwith OR after the 4th Semester examination and Supplementary examination for the 4th Semester may also be held alongwith OR after the 3rd Semester Examination.

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

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

2. A person who has passed with at least 45% marks in aggregate of the Bachelor of Commerce or Bachelor of Business Administration or Bachelor of Tourism Management or BIM or Bachelor of Arts/Science with Economics and/or Mathematics examination of Kurukshetra University or any other examination recognized as equivalent thereto shall be eligible to join First Semester of this course.

3. A person who has passed M.Com. I and II Semester Examinations of Kurukshetra University in the subject concerned, shall be eligible to join III Semester Class of M.Com. Course. This is, however, subject to the provisions made under Clause 9.

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

4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

4.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory

♦ Approved vide Executive Council Resolution No.14(28) of 29.12.2016 w.e.f. Session 2016-17

♦ Added vide Executive Council Resolution No. 6(17) of 19.07.2024.

progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

4.3 Credits of a course will be evaluated as under:-

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of Laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of Laboratory courses/Practical/Field Work.

5. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of Class tests; Presentation; Seminar; Attendance etc. and End-Term Examination at the end of each Semester. The distribution of the weightage will be as per scheme of examination.

5.1 The following parameters (with weightage of each) forming the basis of award of Minor Test shall be adopted and inserted in the relevant scheme of examination:-

- (i) Sessional test for each paper : 50% marks
- (ii) Class presentation/Assignment/Case Study/ Viva-Voce/Business Games etc. : 25% marks
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under:

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

*For students engaged in co-curricular activities of the Department/Institute only/authenticated medical grounds duly approved by the concerned Chairperson/Director.

5.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson of the Department/Director of the Institute concerned before forwarding it to the Examinations Branch.

5.3 The Chairperson of the Department/ Director of the Institute concerned shall forward the final awards/grade of Minor Tests of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Minor Test Grade of a candidate who fails in any semester examination shall be carried forward to the next examination.

5.4 The Chairperson of the Department/Director of the Institute concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

6. The End Term Examination (ETE) (Major Tests) for I/II/III/IV Semester examinations shall be open to a regular student who has:

- (a) passed, not less than one academic year previously, the requisite qualifying examination as laid down in Clause 3, or is covered under clause 4 or 8.
- (b) remained on the rolls of the Department/Institute during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Director of the Institute concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, seminar, tutorial etc. in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/practicals will be detained by the Department/Institute to take Major Test in the concerned paper/practical unless he/she repeats the course in that paper(s)/practical(s) and obtains requisite attendance.

7.1 A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the Department/Director of the Institute concerned as under:

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

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

8. A candidate who has completed the prescribed course of instruction in the Department/Institute for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Director of the Institute, to appear/re-appear in the semester Examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the Supplementary Examinations, as specified in Clause 1.1 above.

9. A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she passes in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

9.1 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to an M.Com. course shall be deemed to be unfit for the M.Com. Programme. The bar shall not apply to a candidate appearing to avail the extra chance in the Fourth Semester Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 8 above.

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

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

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

12. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

(i) Grade 'P' in each Major Test;

(ii) Grade 'P' in each Practical subject or Seminar or Assignment or Dissertation or Viva-voce examination etc., where prescribed;

(iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical paper.

12.1 While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s)/Practical(s)/Seminar/Dissertation/ in which he/she has obtained at least Grade 'P' including Minor Test, as indicated in (i), (ii) and (iii) above. Such a candidate will not be required to re-appear in Minor Test.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

14. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to IV 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 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 as per clause 8 for obtaining pass grade.

(2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete

the attendance requirement.

- (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.

15. A person who has passed the Master of Commerce (M.Com.) examination of this University and is desirous of improving his/her performance/Grade, will be allowed to appear as an ex-student in the concerned M.Com. Examination thrice in one or more theory paper(s) of all the four semesters examinations within a period of five years of his/her passing the M.Com. examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the Semester examination, simultaneously in December/May.

If he/she does not improve his/her performance/Grade he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance/Grade even in the second chance, he/she will be given third chance to improve his/her performance/Grade.

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

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance/grade.

15.2 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma course in Language and Bachelor of Education (B.Ed.) Examinations. M.Phil. regular students will also be permitted to improve their Master's Degree result, as per rules.

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

Transitory Provision :

Candidates admitted to the Master of Commerce (M.Com.) course under Semester System in the University Teaching Department during the academic session 2015-16 or earlier shall be governed by the old rules.

**♦ORDINANCE-MASTER OF BUSINESS ADMINISTRATION (MBA) EXAMINATION
(Under Choice Based Credit System)**

(w.e.f. the session 2016-17)

1. The duration of the course leading to the award of Master of Business Administration (MBA) Degree shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to June.

1.1 The End Term Examination (Major Tests) as well as their Supplementary examinations for the First and Third Semesters shall ordinarily be held in the month of November/December and for the Second and Fourth Semesters as well as their Supplementary examinations in the month of May/June.

♦Note: The supplementary examination for the 3rd Semester may be held alongwith OR after the 4th Semester examination and Supplementary examination for the 4th Semester may also be held alongwith OR after the 3rd Semester Examination.

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

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

2. A person who has passed Bachelor's Degree of three years duration in any discipline from this University or from any recognised University with not less than 50% marks in the aggregate (47.5 % marks in case of Scheduled Castes/Scheduled Tribe candidates) shall be eligible for admission to First Semester of the MBA Course. The admission shall be made on the basis of Entrance Test followed by group discussion and interview as decided by the University from time to time.

The candidates who are placed under compartment in the qualifying examination shall not be allowed admission to the course.

3. A person who has passed MBA First and Second Semester Examinations of this University, shall be eligible to join Third Semester Class of MBA Course. This is, however, subject to the provisions made under Clause 7 below.

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

4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

4.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approve weightage, as indicated in the scheme of examination and added to get total marks secured on a 100point scale. The rounding off shall be done on

♦ Approved vide Executive Council Resolution No.14(32) of 29.12.2016 w.e.f. Session 2016-17.

♦ Added vide Executive Council Resolution No. 6(17) of 19.07.2024.

the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

4.3 Credits of a course will be evaluated as under:-

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of Laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of Laboratory courses/Practical/Field Work.

*5. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of periodical tests, written assignments and presentation, class participation, class attendance excluding/ Dissertation/Project Report/ Training Report and viva-voce and End-Term Examination at the end of each Semester. The evaluation of the sessional work and Seminars shall be conducted in accordance with the guidelines laid down by the Board of Studies of the University School of Management and inserted in the relevant scheme of examination.

*5.1 The distribution of the weightage will be as under:

- | | |
|------------------|-----------|
| (i) Minor Tests | 30% marks |
| (ii) Major Tests | 70% marks |

The question papers will be set and answer-books/Training Report /Project Report evaluated by examiner(s) appointed by the Board of Studies. The Training Report based on In-company Summer Training will be examined by both Internal as well External examiners. Internal evaluation of the Training Report will be done by conducting Presentation in the concerned Department/College. Project Report will be examined by the external examiner only.

5.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson of the Department/Director of the Institute concerned before forwarding it to the Examinations Branch.

5.3 The Chairperson of the Department/ Director of the Institute concerned shall forward the final awards/grade of Minor Tests of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Minor Test Grade of a candidate who fails in any semester examination shall be carried forward to the next examination.

5.4 The Chairperson of the Department/Director of the Institute concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

6. The End Term Examination (ETE) (Major Tests) for I/II/III/IV Semester examinations shall be open to a regular student who has:

* Amended vide Executive Council Resolution No. 7(4) of 16.02.2018 w.e.f. 2017-18

- (a) passed, not less than one academic year previously, the requisite qualifying examination as laid down in Clause 2, or is covered under clause 3 or 7.
- (b) remained on the rolls of the Department/Institute during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Director of the Institute concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, Seminars (Term Paper), Case Discussion, Field Trips etc. in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s) and/or obtained pass marks in Internal Assessment will be detained by the Department/Institute concerned to take Major Test in the said paper(s) unless he/she repeats the course in that paper(s) and obtains requisite attendance/Grade P, as the case may be.

6.1 A deficiency upto 10% may be condoned by the Chairperson of the Department/Director of the Institute concerned to his/her satisfaction.

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

7. A candidate who has completed the prescribed course of instruction in the Department/Institute for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Director of the Institute concerned, to appear/re-appear in the Major Test/Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations.

7.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

7.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/Institute whenever the relevant course(s) is/are offered in the future.

7.3 A candidate who fails to pass all the four semester examinations within four years of his/her admission to MBA Programme shall be disqualified for the papers passed in any examination in any form.

8. Every student of 2nd Semester who is entitled to be promoted to 3rd Semester shall submit an application on the prescribed form for fresh admission to 3rd Semester on or before the date(s) notified by

the Chairperson, University School of Management. Admission may be denied to a student by the Chairperson of the Department/Director of the Institute concerned for reason(s) to be recorded in writing.

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

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

10. The medium of instruction and examination shall be English. This is, however, subject to relaxation as per Executive Council Resolution No. 47 of 30.12.1988 i.e., the medium of examination shall be English or Hindi if the facilities in the Department are available.

11. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

- (i) Grade 'P' in each Major Test and Minor Test separately;
- (ii) Grade 'P' in Workshops/Seminars (Term Paper)/Training Report/Project Report and Viva-Voce examination.

11.1 While re-appearing in the examination the candidate shall be exempted from re-appearing in the paper(s)/Workshop/Seminar (Term Paper)/Training Report/Project Report and Viva-Voce, in which he/she has obtained at least Grade 'P'.

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

13. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to IV 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 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 as per clause 7 for obtaining pass grade.

(2) A candidate who has not attended requisite percentage of lectures in a course will also

be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.

- (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 (CBCS) courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.
14. (a) The subject of Project Report will be as approved by the Committee constituted by the Chairperson of the Department/Director of the Institute consisting of the senior teachers provided that:
- (i) the student has obtained written consent of the teacher for supervising his/her Project and deposited the same in the office two weeks after the commencement of Third Semester;
 - (ii) the student who has offered Project will also submit his/her synopsis indicating the thrust area of his/her research to be undertaken by him/her;
- (b) The candidate shall be required to submit two copies of his/her Project Report. The date for receipt of Project Report in the Secrecy Branch shall be 30th April of every year. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in the General Rules for Examination.
- (c) The Project Report shall be evaluated by the External Examiner(s) as recommended in the Board of Studies in Management. In case the candidate fails to get Grade 'P', the candidate is required to resubmit the revised Project Report.
- (d) The Grade obtained by the candidate for the Project Report shall be taken into account when he/she appears in any future examination under 'Re-appear' Clause 7.
15. A candidate for MBA Degree shall be required to undergo Six to Eight weeks Practical Training normally during the Summer Vacation after the Second Semester examinations are over in a Business Enterprise, approved by the Chairperson of the Department/Director of the Institute or Incharge of Training and Placement Cell. The candidate shall give a declaration certifying that there is no copying and the training report/project report is based on the work undertaken by him/her during Summer Training. They shall be required to submit one copy of comprehensive Training Report by 30th November every year for evaluation.
- *16. "A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students”.

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

Transitory Provision :

Candidates admitted to the Master of Business Administration (MBA) in the University Teaching Department during the academic session 2015-16 or earlier shall be governed by the old rules.

♥ORDINANCE—MASTER OF TECHNOLOGY (M.Tech.) EXAMINATION

(Choice Based Credit System)

(w.e.f. the session 2016-17)

1. The examination for the Degree of Master of Technology (M.Tech.) (under Choice Based Credit System) shall be held in the following subjects and a candidate shall appear in one of these:

- (i) Microelectronics & VLSI Design;
- (ii) Nano Science & Technology;
- (iii) Energy & Environmental Management;
- (iv) Computer Science & Engineering; and
- (v) Instrumentation Engineering.

2. The duration of the course leading to the award of Master of Technology (M.Tech.) Degree shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

2.1 The End Term Examination (Major Tests) as well as their Supplementary examinations for the First and Third Semesters shall be held in the month of November/December and for the Second and Fourth Semesters as well as their Supplementary examinations in the month of May/June.

♦Note: The supplementary examination for the 3rd Semester may be held alongwith OR after the 4th Semester examination and Supplementary examination for the 4th Semester may also be held alongwith OR after the 3rd Semester Examination.

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

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

3. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto, shall be eligible for admission to the First Semester of the relevant M.Tech. Course:-

♦(a) For M.Tech. in Microelectronics & VLSI Design:

B.E/B.Tech. or its equivalent in Electronics/Electronics and Communications/Electrical & Electronics/Electronics & Instrumentation/ Instrumentation/ Electrical Engg./ Computer & Electronic Engg./IT with at least 50% marks in aggregate (47.50% marks for SC/ST) Differently Abled candidates)

OR

M.Sc. Electronics Science/Electronics with atleast 50% marks (47.50% marks for SC/ST/Differently Abled candidates).

♦(b) For M.Tech. in Nano Science & Technology:

B.Tech./B.Pharm./M.Sc. in any allied subject of Life Sciences/Physical Sciences/ Earth Sciences with at least 50% marks (47.50% marks for SC/ST candidates)

♥ Approved vide Executive Council Resolution No.14(34) of 29.12.2016 w.e.f. session 2016-17.

♦ Added vide Executive Council Resolution No. 6(17) of 19.07.2024.

* Amended vide Executive Council Resolution No.33(23) of 29.10.2021 w.e.f. session 2021-22.

(c) **For M.Tech. in Energy and Environmental Management:**

B.Tech./B.E./M.Sc. Environmental Science or any allied subject of Life Sciences/ Physical Sciences/Earth Science with atleast 50% marks in aggregate (47.50% marks for SC/ST candidates).

(d) **For M.Tech. in Computer Science & Engineering:**

M.Sc. in Computer Science/Computer Science (Software)/Information Technology with at least 50% marks (47.50% marks for SC/ST) in aggregate.

OR

MCA with at least 50% marks (47.50% for SC/ST) in aggregate.

OR

B.E./B.Tech. in Computer Engg./Computer Science & Engg./Information Technology with at least 50% marks (47.50% marks for SC/ST) in aggregate.

(e) **For M.Tech. in Instrumentation Engineering:**

B.E./B.Tech. or its equivalent in Instrumentation/Electronics & Instrumentation/ Electronics/Electrical & Electronics/Electronics & Communication, Electrical & Instrumentation & Control Engg./Applied Electronics & Instrumentation/Bio-Medical Instrumentation Engg. with at least 50% marks (47.50% marks for SC/ST) marks in aggregate

OR

M.Sc. Electronic Science/Electronics/Physics with specialization in Electronics or Instrumentation with at least 50% marks (47.50% marks for SC/ST) in aggregate.

4. A person who has passed M.Tech. I and II Semester Examinations of Kurukshetra University in the subject concerned shall be eligible to join III Semester Class of M.Tech Course. This is, however, subject to the provisions made under Clause 9.

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

5.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

5.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

5.3 Credits of a course will be evaluated as under:-

(a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.

- (b) Two laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of Laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of Laboratory courses/Practical/Field Work.

6. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of Class tests, co-curricular activities (assignment, attendance, Viva-Voce, Lab Work, Workshop Presentation, Group Discussion etc.) and End-Term Examination at the end of each Semester. The distribution of the weightage will be as per Scheme of examination.

6.1 The following parameters (with weightage of each) forming the basis of award of Minor Test shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers :

- | | | | | | |
|------|--------------------------------------|---|----------------|---|------------------|
| (i) | Class Test-I
Class Test-II | } | for each paper | : | 75% to 80% marks |
| (ii) | Attendance and/or Seminar/Assignment | | | | |

For Practicals:

- | | | | |
|------|--|---|------------------|
| (i) | Seminar/Viva-Voce/Test
for each practical paper | : | 75% to 80% marks |
| (ii) | Attendance and/or Assignment | : | 20% to 25% marks |

Marks for Attendance may be given as under:

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

*For students engaged in co-curricular activities of the Department/Institute only/authenticated medical grounds duly approved by the concerned Chairperson/ Director.

6.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson of the Department/Director of the Institute concerned before forwarding it to the Examinations Branch.

6.3 The Chairperson of the Department/Director of the Institute concerned shall forward the final awards/grade of Minor Tests of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Minor Test Grade of a candidate who fails in any semester examination shall be carried forward to the next examination.

6.4 The Chairperson of the Department/Director of the Institute concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

7. The End Term Examination (ETE) (Major Tests) for I/II/III/IV Semester examinations shall be open to a regular student who has:

- (a) passed, not less than one academic year previously, the requisite qualifying examination as laid down in Clause 3, or is covered under clause 4 or 9.
- (b) remained on the rolls of the Department/Institute during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Director of the Institute concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, Lab. Practical/Experiments, Seminar, etc. in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/practical will be detained by Department/Institute to take Major Test in the concerned paper/practical unless he/she repeats the course in that paper(s)/practical(s) and obtains requisite attendance.

7.1 A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the Department/Director of the Institute concerned as under:

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

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

8. A candidate who has completed the prescribed course of instruction in the Department/Institute for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Director of the Institute, to appear/re-appear in the semester Examination/Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the Supplementary Examinations, as specified in Clause 2.1 above.

9. A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she passes in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

9.1 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to an M.Tech. course shall be deemed to be unfit for that Programme. The bar shall not apply to a candidate appearing to avail the extra chance in the Fourth Semester Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 8 above.

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

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

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

12. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

(i) Grade 'P' in each Major Test;

(ii) Grade 'P' in each practical subject or Project Work or Dissertation Work or Seminar or Viva-voce examination etc.; and

(iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical paper. There will be no re-examination for Minor Test.

12.1 While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s)/Practical(s)/Dissertation/Project Work/Viva-Voce etc. in which he/she has obtained at least Grade 'P' in aggregate, as indicated in (iii) above.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

14. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to IV 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 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 as per clause 8 for obtaining pass grade.

(2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.

- (3) If 'F'/'Ab' Grade is awarded to a candidate in major project/dissertation/field training, he/she will get only one more chance to appear in Viva-voce/repeat the project/dissertation/field training as per recommendation of the examiner 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 (CBCS) courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

15. Submission of Project Report/Dissertation by the students of M.Tech. in Microelectronics & VLSI Design/Nano Science & Technology Courses:-

The subject of Project/Dissertation will be as approved by the Chairperson of the Department.

The candidates shall be required to undertake a Project work/Dissertation work spread over Fourth Semester. They shall be required to submit a comprehensive Project Report on the completion of the Project for examination by a panel of external and internal examiners to be appointed by the Post-graduate Board of Studies. The Project will have only SGPA which will not be the part of CGPA. Student would be awarded Grades on the basis of SGPA for the project work. There will be no internal assessment for the Project. The last date for the submission of the Project Report will be 15th July every year. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examination. If a candidate fails to submit the dissertation even during the extended period, he will be considered to have absented in the Project/Dissertation paper and his result shall be declared accordingly.

15.1 Submission of Summer Training Report/Dissertation by the students of M.Tech. in Energy and Environmental Management Course.

Candidates shall be required to undergo a summer training (8 weeks) at the end of second semester with some organization/Industry/NGO/Research Institute/Consultancy related to the environment during the summer vacation.

One copy of the summer training report will be submitted by the student in the III Semester and the student will give a presentation of the summer training programme and will be evaluated by the Departmental Committee of three teachers as approved by the Director of the Institute of Environmental Studies.

The candidate is required to undergo a Dissertation spread over 6 months duration in the fourth semester with some Industry/NGO/Research Institute/Environmental Pollution Control Board.

Dissertation should present an orderly and critical exposition of the existing knowledge of the subject and/or embody original investigation carried out by the candidate, in an orderly manner. The candidate should lay down in his dissertation clearly the work done by him as an original investigation and the source from which he has obtained other information contained in this dissertation. The dissertation should demonstrate that the candidate has been trained in research work and is in a fit condition to take up fruitful research on his own.

The Topic of project/dissertation will be approved by the Director of the Institute on the recommendation of the committee, constituted for the purpose consisting of the Faculty members. The candidate has to present his/her progressive seminar on dissertation in the 2nd /3rd week of March. The candidate shall be required to submit two copies of Dissertation Report through his/her supervisor in the Institute of Environmental Studies at the end of Fourth Semester. The Project Report/Dissertation will be

jointly evaluated on the spot by the external and internal examiners. If a candidate fails to submit the Dissertation on the last date of submission decided by the Director and fails to appear for Viva-Voce, he/she will have to appear for the Viva-voce examination with the next batch. After expiry of above date for submission of project Report/Dissertation, the extension in date shall be permissible with penalty as laid down in General Rules for Examination.

The External Examiner will be appointed by the Post-graduate Board of Studies. The marks/grades secured in Dissertation report shall be taken in to account when he/she re-appears in any future examination under 're-appear' clause 8.

15.2 Submission of Dissertation by the students of M.Tech. in Computer Science and Engineering course:

The Dissertation work should be carried out by the candidates in the Department under the supervision of the guide allocated by the Chairperson and mark his/her attendance in the office of the Chairperson. Although in exceptional cases with the consent of the guide and the permission of the Chairperson it may be carried out at the place of work of the candidate if the necessary infrastructure is available at the place of work. Candidates receiving any form of financial assistance such as scholarship/fellowship etc. from the UGC/University/AICTE etc. have to compulsorily perform the dissertation work in the Department. 75% attendance in such cases will be compulsory.

*The last date for submission of Mini Project/Dissertation/Dissertation-I in case of 2nd & 4th Semester will be 30th May and in case of 3rd Semester it will be 15th December. After expiry of above date the extension in date shall be permissible with penalty as laid down in General Rules for Examination.

Examination in Dissertation shall be carried out jointly by an Internal and External Examiner. If the Dissertation is found suitable, the candidate shall have a Viva-Voce test by both the examiners at a place and on a date notified by the University. If External Examiners do not turn up for evaluation of Dissertation work on the schedule date, then the date of evaluation should be re-scheduled by the Chairperson.

Examinations in practicals and Viva-Voce to be conducted jointly by the External and Internal Examiner. If an External Examiner is not able to come, another teacher from the Department may act as External Examiner.

15.3 Submission of Dissertation by the students of M.Tech. in Instrumentation Engineering course:

The topic of research project, wherever applicable will be approved by the Departmental Research Committee. The evaluation will be done by the examiners recommended by BOS. The candidate shall be required to submit three copies of research project before the commencement of End term Examination of the relevant semester. If the dissertation is found suitable, the candidate shall have a Viva-Voce test by both the examiners and Chairperson of the Department/Director of Institute at a place and on the date notified by the Department/Institute.

Prior approval of the Chairperson/ Director is essential before the official commencement of dissertation/ project work. In case of external supervisor, the consent of the supervisor concerned alongwith approval of Head of concerned institution is mandatory.

* Amended vide Executive Council Resolution No.36(19) of 20.03.2021.

The procedure for evaluation for Dissertation/Seminar/ Comprehensive viva-voce shall be such as may be decided by the respective Departmental Research Committee (DRC). The last date for submission of the Dissertation will be 30th July every year.

The Dissertation shall be presented before a Dissertation Viva-Voce Board consisting of the following, for evaluation:

- a) Chairperson of the Department/ Director of Institute.
- b) One member of Departmental Research Committee.
- c) Supervisor(s).

15.4 A candidate who fails in the Dissertation shall be allowed to revise and resubmit it for fresh assessment not earlier than six months and not later than one year from the date of his failure. If the candidate fails in the Dissertation even at the second attempt, he shall be deemed to have failed in the whole examination.

15.5 A successful candidate may publish original result of the Dissertation, if permitted by the concerned Supervisor as a paper in a Journal of repute.

*14. “A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students”.

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

Transitory Provision:

Candidates admitted to the Master of Technology course under Semester System in the University Teaching Department during the academic session 2015-16 or earlier shall be governed by the old rules.

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22.

**^ORDINANCE—MASTER OF SCIENCE (TECHNOLOGY) IN APPLIED GEOPHYSICS
EXAMINATION**

(Under Choice Based Credit System)

(w.e.f. the session 2016-17)

1. The duration of the course leading to award of Master of Science (Technology) in Applied Geophysics Degree, shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.1 The End Term Examination (Major Tests) as well as their Supplementary examinations for the First, Third and Fifth Semesters shall be held in the month of December/January and for the Second, Fourth and Sixth Semesters as well as their Supplementary examinations in the month of May/June.

****Note:** The supplementary examination for the 3rd Semester may be held alongwith OR after the 4th Semester examination and Supplementary examination for the 4th Semester may also be held alongwith OR after the 3rd Semester Examination.

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

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

2*. A student seeking admission to First Semester of the M.Sc. (Technology) in Applied Geophysics course should possess the following qualifications:-

(i) B.Sc. with Physics and Mathematics as two of the main subjects and at least 50% marks in aggregate.

OR

(ii) B.Sc. (Hons.) in Physics with Mathematics at subsidiary level and at least 50% marks in aggregate.

OR

(iii) B.Sc. (Hons.) in Mathematics with Physics at subsidiary level and at least 50% marks in aggregate.

OR

(iv) B.Sc. (Hons.) in Electronics with Physics and Mathematics at subsidiary level and at least 50% marks in aggregate.

^ Approved vide Executive Council Resolution No.14(35) of 29.12.2016 w.e.f. Session 2016-17.

****** Added vide Executive Council Resolution No. 6(17) of 19.07.2024.

*** with effect from the session 2017-18:-**

2. A student seeking admission to First Semester of the M.Sc. (Technology) in Applied Geophysics course should possess the following qualifications:-

(i) B.Sc. with Physics and Mathematics as two of the main subjects and at least 50% marks in aggregate.

OR

(ii) B.Sc. (Hons.) in Physics with Mathematics at subsidiary level and at least 50% marks in aggregate.

OR

(iii) B.Sc. (Hons.) in Mathematics with Physics at subsidiary level and at least 50% marks in aggregate.

OR

(iv) B.Sc. (Hons.) in any Science subject with Physics and Mathematics at subsidiary level and at least 50% marks in aggregate.

3. A person who has passed the Semester I or II or III or IV or V shall be eligible to join the Semester II/III/IV/V/VI respectively of the Course. This is, however, subject to the provisions made under Clauses 3.1 and 7.

3.1 A candidate who has failed in one or more paper(s) of I and II Semesters or III and IV Semesters, shall be promoted provisionally to the III and V Semesters, as the case may be, only if he/she has passed in the papers as mentioned below :

From Semesters I and II to semester III	If he/she has passed in at least 50% papers of Semesters I and II.
From semester III and IV to semester V	If he/she has passed all the papers of Semester I & II and has passed in at least 50% papers of Semester III & IV.

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

4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

4.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approve weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

4.3 Credits of a course will be evaluated as under:-

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of Laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of Laboratory courses/Practical/Field Work.

5. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of Quiz; Class tests; Home Assignment; Seminar; attendance etc and End-Term Examination at the end of each Semester. The distribution of the weightage will as under:

Minor Test	40%
Major Test	60%

5.1 The following parameters (with weightage of each) forming the basis of award of Minor Test shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers :

- | | | | | | |
|------|-------------------------------|---|----------------|---|-----------|
| (i) | Class Test-I
Class Test-II | } | for each paper | : | 75% marks |
| (ii) | Attendance | | | | |

For Practicals:

- | | | | |
|------|---|---|-----------|
| (i) | Seminar/Viva-Voce
for each practical paper | : | 75% marks |
| (ii) | Attendance | : | 25% marks |

Marks for Attendance may be given as under:

- (1) 91% onwards : 10 Marks
- (2) 81% to 90% : 9 Marks
- (3) 75% to 80% : 7 Marks
- (4) 70% to 74% : 5 Marks*
- (5) 65% to 69% : 2 Mark*

*For students engaged in co-curricular activities of the Department/Institute only/authenticated medical grounds duly approved by the concerned Chairperson/ Director.

5.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department by the Chairperson of the Department concerned before forwarding it to the Examinations Branch.

5.3 The Chairperson of the Department shall forward the final awards/grade of Minor Tests of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Minor Test Grade of a candidate who fails in any semester examination shall be carried forward to the next examination.

5.4 The Chairperson of the Department concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

6. The End Term Examination (ETE) (Major Tests) for I/II/III/IV/V/VI Semester examinations shall be open to a regular student who has:

- (a) passed, not less than one academic year previously, the requisite qualifying examination as laid down in Clause 2, or is covered under clause 3 or 7.
- (b) remained on the rolls of the Department during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, seminar, case discussion, field trips, tutorial etc. in each course in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of

lectures/practicals will be detained by the Department to take the Major Test in the concerned paper/practical unless he/she repeats the course in that paper(s)/ practical(s) and obtains requisite attendance.

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

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

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

7. A candidate who has completed the prescribed course of instruction in the Department for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department, to appear/re-appear in the semester Examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice at the Supplementary Examinations as specified in Clause 1.1 above.

7.1 A candidate who fails to pass all the six semester examinations within six years of his/her admission to M.Sc. (Technology) in Applied Geophysics course shall be deemed to be unfit for Programme. The bar shall not apply to a candidate appearing to avail the extra chance in the Sixth Semester Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 7 above.

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

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

An additional fee as prescribed by the Examination Branch from time to time to be paid by the candidate each in II, IV and VI Semesters towards the examination Field Reports/Dissertation.

9. The medium of instruction and examination shall be English. This is, however, subject to relaxation as per Executive Council Resolution No. 47 of 30.12.1988 i.e. the medium of examination shall be English or Hindi if the facilities in the Department are available.

10. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

- (i) Grade 'P' in each Major Test;
- (ii) Grade 'P' in each practical subject/Seminar/Field Training Report/Project Work/ Dissertation/Vocational Training Report/Field Work/Viva-voce examination etc.;
- (iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical paper.

10.1 While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s)/Practical(s)/Seminar/Field Training Report/Dissertation/Project Work/Field Work/ Vocational Training Report in which he/she has obtained at least Grade 'P' including Minor Test, as indicated in (i), (ii) and (iii) above. Such a candidate will not be required to re-appear in Minor Test.

11. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

12. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to VI 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 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 as per clause 7 for obtaining pass grade.

(2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.

(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.

13. (a) **Field Training:**

Each student is required to undergo 2 weeks Field Training including journey days in the II, III and IV Semesters (Geological Field Training in II Semester and Geophysical Field Training in III and IV Semesters). This consists of Geological mapping, visit to research Institutes and Organisation, Field Training with ONGC, CGWB, GSI, field parties and the like. A comprehensive Field Training report (in duplicate) neatly typed and bound shall have to be submitted by every student within 30 days after the training. The submission period may be extended for a week by the Chairperson under justified circumstances. Every student is required to take a Viva-voce test on that after submission of report.

- (b) All the field reports/vocational Training Reports/Project/Dissertation shall be jointly evaluated by the Internal and External examiners and the Viva-Voce too shall be conducted jointly by both the examiners. The marking shall be done as per procedure laid in the syllabus.
- (c) The Vice-Chancellor may, in very exceptional cases, allow an eligible candidate, who failed to undergo/complete the field training/project in II and III or V Semester Class under unavoidable circumstances, to complete the same with the subsequent II or IV or VI Semester Class batch. In case a candidate fails to complete the Field training/Project as per time constraints laid down above he shall be deemed to be unfit for the award of the Degree.

(d) **Seminar (Based on Case Study):**

In order to inculcate sense of confidence and self reliance and with a view to train the student in the art of public speaking and self expression, each student is required to deliver a talk on a particular topic during Sixth semester. The topic for the Seminar talk is selected by the student under the advice of a faculty member. This is accompanied by a write up. Besides delivering a seminar talk a student is expected to attend all the other seminars delivered by other students. The Seminar shall be evaluated by a Committee consisting of three teachers of Geophysics.

(e) **Comprehensive Viva-Voce:**

At the end of Sixth Semester every student doing M.Sc. (Technology) Course shall be required to appear for comprehensive Viva-Voce examination before a committee consisting of three teachers of the Department in the subject of Geophysics.

(f) **Dissertation**

Every M.Sc. (Technology) student is required to undertake a project in the last Semester. The Project may be an experimental investigation field work and laboratory studies, a theoretical investigation accompanied by computational work, data processing and analysis or a combination of these. The exact nature of the project and the problem is decided during fifth Semester by the Chairperson of the Department in consultation with faculty members and the students. After the project is completed the students will submit dissertation report of two copies based on the results obtained in his investigation. Finally the student is expected to defend his findings as embodied in his dissertation before a Board of Examiners and take an oral examination. The evaluation is done as follows:-

- (a) Oral examination and comprehension of the : 50%
Subject displayed during viva-voce examination write up
- (b) Write up : 25%
- (c) Field work/computational technique used data : 25%
Collection etc.

The dissertation shall be evaluated jointly by Internal Supervisor(s) and one External Examiner.

14. A successful candidate may publish his original work of the dissertation, if permitted by the Supervisor/Chairperson of the Department as a paper in Scientific Journal.

*15. "A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22.

passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students”.

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

Transitory Provision :

Candidates admitted to the Master of Science (Technology) in Applied Geophysics course under Semester System in the Department during the academic session 2015-16 or earlier shall be governed by the old rules.

***ORDINANCE–MASTER OF TOURISM & TRAVEL MANAGEMENT (MTTM)/ MASTER OF
HOTEL MANAGEMENT & CATERING TECHNOLOGY (MHM&CT)
EXAMINATION (Under Choice Based Credit System)**

(w.e.f. the session 2016-17)

1. The duration of the course leading to the award of Master of Tourism & Travel Management (MTTM)/Master of Hotel Management & Catering Technology (MHM&CT) Degree shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to June.

1.1 The End Term Examination (Major Tests) as well as their Supplementary examinations for the First and Third Semesters shall ordinarily be held in the month of November/December and for the Second and Fourth Semesters as well as their Supplementary examinations in the month of May/June.

*Note: The supplementary examination for the 3rd Semester may be held alongwith OR after the 4th Semester examination and Supplementary examination for the 4th Semester may also be held alongwith OR after the 3rd Semester Examination.

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

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

*2. A person who has passed Bachelor's Degree in any discipline from this University or equivalent degree recognized by Kurukshetra University shall be eligible for admission to First Semester of the MTTM/MHM&CT Course. The admission shall be made on the basis of Entrance Test followed by group discussion and interview as decided by the University from time to time.

3. A person who has passed MTTM/MHM&CT First and Second Semester Examinations of this University, shall be eligible to join Third Semester Class of the relevant Course. This is, however, subject to the provisions made under Clause 7 below.

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

4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

4.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of

* Approved vide Executive Council Resolution No.4(2) of 24.07.2017 w.e.f. Session 2016-17.

* Added vide Executive Council Resolution No. 6(17) of 19.07.2024.

* Approved vide Executive Council Resolution No.7(9) of 13.02.2019 w.e.f. Session 2018-19.

examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

4.3 Credits of a course will be evaluated as under: -

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of Laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of Laboratory courses/Practical/Field Work.

5. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of periodical tests, written assignments and presentation, class-room discussion etc. and End-Term Examination at the end of each Semester. The evaluation of the sessional work shall be conducted in accordance with the guidelines laid down by the Board of Studies of the Department of Tourism and Hotel Management and inserted in the relevant scheme of examination.

5.1 The distribution of the weightage will be as under:

- (i) Minor Tests 30% marks
- (ii) Major Tests 70% marks

The question papers will be set and answer-books/Field Survey Reports/Training Report/Dissertation will be examined by External/Internal paper setters/Examiners appointed by the Board of Studies. But, not more than 50% of the paper-setters shall be Internal. The Viva-voce shall be conducted and the Field Survey/Training Report/Dissertation examined jointly by the Internal and External Examiners.

5.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson of the Department/Director of the Institute concerned before forwarding it to the Examinations Branch.

5.3 The Chairperson of the Department/Director of the Institute concerned shall forward the final awards/grade of Minor Tests of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Minor Test Grade of a candidate who fails in any semester examination shall be carried forward to the next examination.

5.4 The Chairperson of the Department/Director of the Institute concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

6. The End Term Examination (ETE) (Major Tests) for I/II/III/IV Semester examinations shall be open to a regular student who has:

- (a) passed the requisite qualifying examination as laid down in Clause 2 above if he is a candidate for the First Semester Examination, or has passed the preceding Semester examinations if he

is a candidate for the Second/Third Semester Examination. This is, however, subject to clause 7 below:

- (b) remained on the rolls of the Department/Institute during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Director of the Institute concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s) and/or not obtained pass marks in Minor Test will be detained by the Department/Institute concerned to take Major Test in the said paper(s) unless he/she repeats the course in that paper(s) and obtains requisite attendance/Grade P, as the case may be.

6.1 A deficiency upto 10% may be condoned by the Chairperson of the Department/Director of the Institute concerned to his/her satisfaction.

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

7. A candidate who has completed the prescribed course of instruction in the Department/Institute for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Director of the Institute concerned, to appear/re-appear in the Major Test/Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations.

7.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

7.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/Institute whenever the relevant course(s) is/are offered in the future.

7.3 A candidate who fails to pass all the four semester examinations within four years of his/her admission to MTTM/MHM&CT Programme shall be disqualified for the papers passed in any examination in any form.

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

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

9. The medium of instruction and examination shall be English.
10. The minimum percentage/grade of marks to pass the examination in each Semester shall be:
 - (i) Grade 'P' in each Major Test and Minor Test separately;
 - (ii) Grade 'P' in Field Survey/Training Report/Dissertation/Project Report and Viva-Voce examination.

10.1 While re-appearing in the examination the candidate shall be exempted from re-appearing in the paper(s)/Field Survey/Training Report/Dissertation/Project Report and Viva-Voce, in which he/she has obtained at least Grade 'P'.

11. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

12. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to IV 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 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 as per clause 7 for obtaining pass grade.

- (2) A candidate who has not attended requisite percentage of lectures in a course and/or obtained pass marks in Minor Test will also be awarded Grade 'F'. Such a candidate will have to repeat that course(s) to complete the attendance requirement and obtained Grade 'P in Minor Test.
- (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 (CBCS) courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

13. The candidates of MTTM course shall be required to undertake Field Survey to Tourist Centre(s) and on the topic approved by the Chairperson of the Department after the First Semester Examination is over. The duration of Field Survey shall be at least ten days including journey days. They shall be required to submit a report of Field Survey with proof of journey such as tickets, receipts and photographs at least 20 days before the commencement of the Second Semester examination. The Viva-voce and report shall be evaluated by a panel of two Examiners (Internal and External) to be appointed by the Board of Studies of the Department.

13.1 A candidate for MTTM Degree shall also be required to undergo Six weeks Practical Trainings, each after Second and Third Semester Examinations in any Travel Agency, Tour Operation, Airlines and Hotels etc., approved by the Chairperson of the Department. They shall be required to submit one copy of Training Report in the Department in Third & Fourth Semester respectively at least 20 days before the commencement of the concerned examination. The Training Report and its Viva-Voce shall be evaluated by a panel of two Examiners (External & Internal) to be appointed by the Board of Studies.

14. The Candidates of MHM&CT Degree shall be required to undergo two months practical Training in the summer vacation after Second Semester Examination is over, in a Hotel/Resort/Hospitality Sector etc., approved by the Chairperson of the Department. They shall be required to submit one copy of Training Report at least 20 days before commencement of MHM&CT Third Semester examination. The Training Report shall be evaluated by a panel of two Examiners (Internal and External) to be appointed by the Board of Studies of the Department.

14.1 The candidates shall also be required to undergo six months On the Job Training after Third Semester examination and will undertake specific area in their training in Hotel/Resort/Hospitality Sector etc. They will submit On the Job Training Report latest by 15th July in the MHM&CT Fourth Semester. The same shall be evaluated by a panel of two Examiners (Internal and External) in the Department itself to be appointed by the Board of Studies of the Department.

15. The successful candidate may publish original results of the Training/Project/ Dissertation, if permitted by the Chairperson of the Department, as a paper in a journal of repute.

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

Transitory Provision :

Candidates admitted to the MTTM/MHM&CT in the University Teaching Department during the academic session 2015-16 or earlier shall be governed by the old rules.

♦ORDINANCE—MASTER OF LAWS (LL.M.) EXAMINATION
(Under Choice Based Credit System)

(w.e.f. the session 2016-17)

1. The duration of the course leading to the award of Master of Laws (LL.M) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.1 The End Term Examination (Major Tests) as well as their Supplementary examinations for the First and Third Semesters shall be held in the month of November/December and for the Second and Fourth Semesters as well as their Supplementary examinations in the month of May/June.

♦Note: The supplementary examination for the 3rd Semester may be held alongwith OR after the 4th Semester examination and Supplementary examination for the 4th Semester may also be held alongwith OR after the 3rd Semester Examination.

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

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

2. A person who has passed LL.B (Professional) Examination of Kurukshetra University or an examination recognized as equivalent thereto with at least 55% marks in the aggregate (Minimum pass marks for SC/ST candidates) shall be eligible to join First Semester of this course.

3. A person who has passed LL.M. I and II Semester Examinations of this University, shall be eligible to join III Semester Class of LL.M. Course. This is, however, subject to the provisions made under Clause 8.

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

4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

4.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

♦ Approved vide Executive Council Resolution No. 4(3) of 24.07.2017 w.e.f. Session 2016-17.

♦ Added vide Executive Council Resolution No. 6(17) of 19.07.2024.

4.3 Credits of a course will be evaluated as under:-

(a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.

5. The grade awarded to a student in each course will be based on End-Term Examination at the end of each Semester.

6. The End Term Examination (ETE) (Major Tests) for I/II/III/IV Semester examinations shall be open to a regular student who has:

(a) passed the requisite qualifying examination as laid down in Clause 2 above if he is a candidate for the First Semester examination or has passed the preceding Semester examination if he is a candidate for the Second/Third/Fourth Semester or is covered under Clause 3 or 8 as the case may be.

(b) remained on the rolls of the Department of Law during one Semester preceding the examination; and

(c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department of Law concerned and produces the following certificates:

(i) of good character;

(ii) of having attended not less than 66% of the lectures delivered in each of the subjects as also in Seminars, if any, in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/Seminar will be detained by the Department of Law to take Major Test in the concerned paper unless he/she repeats the course in that paper(s) and obtains requisite attendance.

6.1 The Chairperson of the Department of Law may condone attendance short of those required by the rules if the student had attended 66% of the lectures in the aggregate for the concerned Semester examination. Provided that if the percentage of attendance is deficient on account of :-

(i) Participation in Inter-University, University of Inter-Collegiate Sports Tournaments/ Youth Festivals/University Level Debates, National and International Tournaments, with the previous sanction of the Chairperson;

OR

(ii) attendance at the N.C.C. Camps or University Educational Excursions or other extra-curricular activities, certified by the Chairperson.

(iii) attendance at Mountaineering Course :-

(a) by N.C.C. students;

(b) by students sent by the Youth & Cultural Affairs Department;

(iv) voluntary donation of blood, certified by a Govt. Doctor of Gazetted rank or University Medical Officer;

(v) attendance and/or participation in the All India Moot Court/Debate competitions and attendance at the extension lectures organized by the Law Department; Credit may be given for the number of days on which lectures were delivered or tutorials or practical work done during this period of attendance or participation aforesaid, provided that the total period of absence shall not exceed 11 days in a Semester and that for (iv) above it shall not exceed 2 days.

7. A candidate who has completed the prescribed course of instruction in the Department of Law for any semester examination, but does not appear in it for good reasons e.g. serious illness, serious calamity like death of father or mother etc., or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department of Law, to appear/re-appear in the semester examination/ paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the Supplementary Examinations as specified in Clause 1.1 above.

8. A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she passes in at least 50% of Theory papers (e.g. 3 out of 6 papers and so on) of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

8.1 A candidate for the LL.M. Examination must pass all the four Semester examinations within five years of his/her admission to the First Semester of LL.M. course, failing which he/she will be deemed to be unfit for Post-graduate studies in Law and shall not be further admitted to this University for such a course.

8.2 Every student of II Semester who is entitled to be promoted to III Semester shall submit an application on the prescribed form for fresh admission to III Semester on or before the date(s) notified by the Chairperson of the Department of Law. Admission may be refused by the Chairperson on reasonable grounds.

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

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

10. The medium of instruction and examination for LL.M. Course shall be English. This is, however, subject to relaxation as per Executive Council resolution No. 47 of 30.12.1988 i.e., the medium of examination shall be English or Hindi if the facilities in the department are available.

11. A candidate shall be required to write a dissertation. The topic of Dissertation of a candidate will be approved by the Chairperson of the Department. The candidate shall submit to the Chairperson of the Department an application for the approval of the topic for the Dissertation immediately after promotion to LL.M. IV Semester. The Supervisor shall be approved by the Chairperson keeping in view the topic of the Dissertation.

11.1 Every candidate shall be required to submit one copy of the Dissertation for consideration of the examiner upto 30th June of the Academic Session. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examination. The Dissertation shall be examined by one External Examiner only.

If a candidate fails to submit the Dissertation even during the extended period, he/she shall be considered to have absented in the Dissertation paper and his/her result shall be declared accordingly.

11.2 There shall not be any re-evaluation of the Dissertation submitted nor a candidate shall be permitted to submit another Dissertation. However, if a candidate obtains less than qualifying marks in the Dissertation submitted by him/her, he/she may be required to revise the Dissertation on the same topic

within three months. The marks obtained by him/her in Dissertation shall be taken into account in declaring his/her result.

12. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

(i) Grade 'P' in each Major Test;

(ii) Grade 'P' in each Practical subject or Seminar or Assignment or Dissertation or Viva-voce examination etc., where prescribed;

12.1 While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s)/Seminar/Dissertation in which he/she has obtained at least Grade 'P'.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

14. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to IV 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	51-54
P (Pass)	5	50
F (Fail)	0	Less than 50
Ab	0	Absent

- Note: (1) A candidate eligible to take the examination obtaining Grade F or Ab will be considered 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 as per clause 7 for obtaining pass grade.
- (2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.
- (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 (CBCS) courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

15. A person who has passed the Master of Laws (LL.M.) examination of this University and is desirous of improving his performance/Grade, will be allowed to appear as an ex-student in the concerned LL.M. Examination thrice in one or more theory paper(s) of all the four semesters examinations within a period of five years of his/her passing the LL.M. examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the Semesters I/II/III/IV examination, simultaneously when held. If he/she does not improve his/her performance/Grade he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance/Grade even in the second chance, he/she will be given third chance to improve his/her performance/Grade.

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

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance/grade.

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

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

Transitory Provision:

Candidates admitted to the Master of Laws (LL.M.) course under Semester System in the University Teaching Department during the academic session 2015-16 or earlier shall be governed by the old rules.

♥ORDINANCE—MASTER OF COMPUTER APPLICATIONS EXAMINATION

(Under Choice Based Credit System)

(w.e.f. the session 2016-17)

1. The duration of the course leading to award of Master of Computer Applications Degree, shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.1 The End Term Examination (Major Tests) as well as their Supplementary examinations for the First, Third and Fifth Semesters shall ordinarily be held in the month of November/December and for the Second, Fourth and Sixth Semesters as well as their Supplementary examinations in the month of May/June.

♦Note: The supplementary examination for the 3rd Semester may be held alongwith OR after the 4th Semester examination and Supplementary examination for the 4th Semester may also be held alongwith OR after the 3rd Semester Examination.

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

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

2. A person who has passed one of the following examinations of this University or an examination recognized as equivalent thereto, shall be eligible to join the First Semester of the Course:-

(i) Bachelor's Degree with 50% marks (47.50% marks for SC/ST) of minimum 3-year duration in any discipline with Mathematics at 10+2 level

OR

(ii) Bachelor's Degree with 50% marks (47.50% marks for SC/ST) of minimum 3-year duration in any discipline with Mathematics as one of the subjects;

OR

(iii) Bachelor of Computer Applications (BCA) Degree with 50% marks (47.50% marks for SC/ST) of minimum 3-year duration from a recognized University.

3. (a) A person who has passed MCA Part-I (Semesters 1st and 2nd) examination of this University shall be eligible to join Part-II (Semester 3rd) of the course. This is, however, subject to the provisions made under Clause 7 below.

(b) A person who has passed one of the following examinations from this University or from any other recognized university shall also be eligible to join 3rd Semester of the course under Lateral Entry Scheme:

(i) B.Sc. (Computer Sc./Computer Applications/Information Technology) degree of minimum 3 year duration with at least 50% marks in aggregate (47.50% marks for SC/ST candidates) with Mathematics as a subject at 10+2 level or at Graduation level;

♥ Approved vide Executive Council Resolution No. 4(4) of 24.07.2017 w.e.f. Session 2016-17.

♦ Added vide Executive Council Resolution No. 6(17) of 19.07.2024.

OR

- (ii) BCA degree of minimum 3-year duration with at least 50% marks (47.50% marks for SC/ST candidates).

(c) A person who has passed MCA Part-II examination of this University shall be eligible to join Part-III (Semester 5th) class of the course. This is, however, subject to the provisions made under Clause 7 below.

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

4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

4.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

4.3 Credits of a course will be evaluated as under:-

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two Laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of Laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of Laboratory courses/Practical/Field Work.

5. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of Class tests; Assignment; Seminar; attendance etc and End-Term Examination at the end of each Semester. The distribution of the weightage will as per the scheme of examination.

5.1 The following parameters (with weightage of each) forming the basis of award of Minor Test shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers :

- | | | | | | |
|------|--------------------------------|---|----------------|---|------------------|
| (i) | Class Test-I
Class Test-II | } | for each paper | : | 75% to 80% marks |
| (ii) | Attendance, Seminar/Assignment | | | | |

For Practicals:

- | | | | |
|-----|------------------------|---|------------------|
| (i) | Seminar/Viva-Voce/Test | : | 75% to 80% marks |
|-----|------------------------|---|------------------|

- for each practical paper
- (ii) Attendance and/or Assignment : 20% to 25% marks

Marks for Attendance may be given as under:

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

*For students engaged in co-curricular activities of the Department/Institute only/authenticated medical grounds duly approved by the concerned Chairperson/ Director.

5.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department by the Chairperson of the Department concerned before forwarding it to the Examinations Branch.

5.3 The Chairperson of the Department shall forward the final awards/grade of Minor Tests of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Minor Test Grade of a candidate who fails in any semester examination shall be carried forward to the next examination.

5.4 The Chairperson of the Department concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University up to six months from the date of declaration of the concerned semester result.

6. The End Term Examination (ETE) (Major Tests) for I/II/III/IV/V/VI Semester examinations shall be open to a regular student who has:

- (a) passed the requisite qualifying examination as laid down in Clause 2 for the First Semester examination or has passed the preceding Semester examinations if he is a candidate for the Second/Third/Fourth/Fifth Semester or is covered under clause 3 or 7, as the case may be.
- (b) remained on the rolls of the Department during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, seminar, etc. in each course in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/practicals/Seminar will be detained by the Department to take the Major Test in the concerned paper/practical/Seminar unless he/she repeats the course in that paper(s)/ practical(s) and obtains requisite attendance.

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

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

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

7. A candidate who has completed the prescribed course of instruction in the Department for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department, to appear/re-appear in the semester Examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice at the Supplementary Examinations as specified in Clause 1.1 above.

7.1 A candidate who has failed in one or more paper(s) of I and II Semesters or III and IV Semesters, shall be promoted provisionally to the III and V Semesters, as the case may be, only if he/she has passed in the papers as mentioned below :

From Semesters I and II to semester III	If he/she has passed in at least 50% papers of Semesters I and II.
From semester III and IV to semester V	If he/she has passed in at least 50% papers of Semesters III and IV.

7.2 A candidate who fails to pass all the six semester examinations within five years of his/her admission to MCA course (four years in case of Lateral Entry Scheme) shall be deemed to be unfit for Programme. The bar shall not apply to a candidate appearing to avail the extra chance in the Sixth Semester Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 7 above.

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

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

9. The medium of instruction and examination shall be English. This is, however, subject to relaxation as per Executive Council Resolution No. 47 of 30.12.1988 i.e. the medium of examination shall be English or Hindi if the facilities in the Department are available.

10. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

- (i) Grade 'P' in each Major Test;
 - (ii) Grade 'P' in each Practical/Seminar/Project Work/Viva-voce examination etc., where prescribed;
 - (iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical paper.
- There will be no re-examination for Minor Test.

10.1 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s)/Practical/Seminar/Project Work/Viva-voce examination etc. in which he/she has obtained at least Grade 'P' in aggregate, as indicated in (iii) above.

11. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

12. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to VI, as under. The conversion factor for conversion from SGPA/CGPA to percentage of marks shall be 10. Provided that in case of the candidates who took admission in MCA Part-II (Semester 3rd) under Lateral Entry Scheme shall be given MCA (under Lateral Entry Scheme) Degree taking into account the absolute marks obtained by him in Third to Sixth semester examinations only:-

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 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 as per clause 7 for obtaining pass grade.

(2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.

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

13. (a) The subject of the Project Work will be as approved by the Chairperson, Department of Computer Science & Applications.

(b) The Project work should be carried out by the candidate in the IT Industry/Software Development House/Department under the supervision of the guide allocated by the

Chairperson during sixth Semester. However the candidate working on a project in the Department will have to study Two Theory papers alongwith the project work. The Project Work carried out in IT industry/Software Development House will be named as Major Project and the Project Work carried out in the Department will be named as Minor Project. The last date for submitting Minor/Major Project Work will be 30th May. After expiry of above date for submission of Project Work, extension in date shall be permissible with penalty as laid down in General Rules for Examination.

- (c) The candidate shall be required to submit two copies of the report of the Project Work alongwith the following :-
- (i) A certificate from the Supervisor that the Project Work has been completed and that it was done by the candidate himself/herself.
 - (ii) A certificate from the Chairperson, Department of Computer Science & Applications/ Principal of the recognised College to the effect that the candidate has actually worked in the IT Industry/Software Development House or any other approved place of work to the satisfaction of the Chairperson/Principal for not less than one full academic Semester.
- (d) The report of the Project Work shall be evaluated jointly by the External and Internal Examiners. Normally, the same External and Internal Examiners shall also hold the Viva-Voce examination. If the External Examiners do not turn up on the schedule date then date of evaluation should be rescheduled by the Chairperson of the Department. If the examiners for the Project Work and/or Viva-Voce are unable to agree and the difference in the award is upto 10% of the maximum marks, the average of the two shall be taken up as final award. If the unresolved difference between the External and Internal Examiners is more than 10% of the maximum marks, the appointment of the third Examiner shall be made by the Vice-Chancellor on the recommendations of the Chairperson of the Department, whose award shall be treated as final.

*14. “A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students”.

15. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22.

University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

Transitory Provision :

Candidates admitted to the Master of Computer Applications course under Semester System in the Department of Computer Science & Applications during the academic session 2015-16 or earlier shall be governed by the old rules.

***ORDINANCE—MASTER OF FINE ARTS (MFA) EXAMINATION**

(Under Choice Based Credit System)

(w.e.f. the session 2016-17)

1. The duration of the course leading to the award of Master of Fine Arts (MFA) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.1 The End Term Examination (Major Tests) as well as their Supplementary examinations for the First and Third Semesters shall be held in the month of November/December and for the Second and Fourth Semesters as well as their Supplementary examinations in the month of May/June.

*Note: The supplementary examination for the 3rd Semester may be held alongwith OR after the 4th Semester examination and Supplementary examination for the 4th Semester may also be held alongwith OR after the 3rd Semester Examination.

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

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

2. A person who has passed 4 year Bachelor of Fine Arts (BFA) (Applied Art or Painting or Graphic Art or Sculpture) from a recognized University or its equivalent examination with 50% marks in aggregate shall be eligible to join First Semester class of Master of Fine Arts Course. A candidate who is seeking admission in MFA course must have passed that particular subject in BFA.

3. A person who has passed MFA I and II Semester Examinations of Kurukshetra University in the subject concerned, shall be eligible to join III Semester Class of MFA Course. This is, however, subject to the provisions made under Clause 9.

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

4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

4.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

* Approved vide Executive Council Resolution No. 4(5) of 24.07.2017 w.e.f. Session 2016-17.

* Added vide Executive Council Resolution No. 6(17) of 19.07.2024.

4.3 Credits of a course will be evaluated as under:-

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of Laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of Laboratory courses/Practical/Field Work.

5. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of Class tests; Seminar; Attendance etc and End-Term Examination at the end of each Semester. The distribution of the weightage will be as per scheme of examination.

5.1 The following parameters (with weightage of each) forming the basis of award of Minor Test shall be adopted and inserted in the relevant scheme of examination:-

- (i) Sessional test for each paper : 50% marks
- (ii) Class presentation/Assignment/Case Study/ Viva-Voce/Business Games etc. : 25% marks
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under:

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

*For students engaged in co-curricular activities of the Department/Institute only/authenticated medical grounds duly approved by the concerned Chairperson/Director.

5.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson of the Department/Director of the Institute concerned before forwarding it to the Examinations Branch.

5.3 The Chairperson of the Department/ Director of the Institute concerned shall forward the final awards/grade of Minor Tests of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Minor Test Grade of a candidate who fails in any semester examination shall be carried forward to the next examination.

5.4 The Chairperson of the Department/Director of the Institute concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

6. The End Term Examination (ETE) (Major Tests) for I/II/III/IV Semester examinations shall be open to a regular student who has:

- (a) passed the requisite qualifying examination as laid down in Clause 2 above if he is a candidate for the First Semester examination or has passed the preceding Semester examinations if he is a candidate for the Second/Third/Fourth Semester or is covered under clause 3 or 9, as the case may be.
- (b) remained on the rolls of the Department/Institute during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Director of the Institute concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, seminar, tutorial etc. in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/practicals shall not be eligible to take the Semester Examination in the concerned paper/practical unless he/she repeats the course in that paper(s)/ practical(s) and obtains requisite attendance.

7.1 A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the Department/Director of the Institute concerned as under:

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

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

8. A candidate who has completed the prescribed course of instruction in the Department/Institute for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Director of the Institute, to appear/re-appear in the semester Examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the Supplementary Examinations, as specified in Clause 1.1 above.

9. A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she passes in at least 50% of Theory papers of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, alongwith the Third Semester and for the remaining paper(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

9.1 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to an MFA course shall be deemed to be unfit for the MFA Programme. The bar shall not apply to a candidate appearing to avail the extra chance in the Fourth Semester Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 8 above.

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

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

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

12. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

(i) Grade 'P' in each Major Test;

(ii) Grade 'P' in each Practical subject or Seminar or Assignment or Dissertation or Viva-voce examination etc., where prescribed;

(iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical paper.

There will be no re-examination for Minor Test.

12.1 While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s)/Practical(s)/Seminar/Dissertation and Viva-voce etc. in which he/she has obtained at least Grade 'P' in aggregate, as indicated in (iii) above.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

14. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to IV 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 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 as per clause 8 for obtaining pass grade.

(2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.

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

15. A person who has passed the Master of Fine Arts (MFA) examination of this University and is desirous of improving his/her performance/Grade, will be allowed to appear as an ex-student in the concerned MFA Examination thrice in one or more theory paper(s) of all the four semesters examinations within a period of five years of his/her passing the MFA examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the Semester examination, simultaneously in December/May.

If he/she does not improve his/her performance/Grade he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance/Grade even in the second chance, he/she will be given third chance to improve his/her performance/Grade.

15.1 The result of such a candidate shall be declared only if he/she improves his/her performance/Grade in the aggregate of all the four semester examinations by taking into account the grade obtained by him/her in the paper(s) in which he/she re-appeared and the grade obtained by him/her earlier in the remaining paper(s) etc., whichever are higher. The fact that the candidate has improved the performance/Grade shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance/grade.

15.2 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma course in Language and Bachelor of Education (B.Ed.) Examinations. M.Phil. regular students will also be permitted to improve their Master's Degree result, as per rules.

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

Transitory Provision:

Candidates admitted to the Master of Fine Arts (MFA) course under Semester System in the University Teaching Department during the academic session 2015-16 or earlier shall be governed by the old rules.

**•ORDINANCE—MASTER OF LIBRARY & INFORMATION SCIENCE
(M.LIB. & INF. SC.) EXAMINATION
(Under Choice Based Credit System)**

(w.e.f. the session 2016-17)

1. The duration of the course leading to the award of Master of Library & Information Science (M. Lib. & Inf. Sc.) Degree shall be one academic year, comprising of two Semesters. Academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.1 The End Term Examination (Major Tests) as well as its Supplementary examination for the First Semesters shall ordinarily be held in the month of November/December and for the Second as well as its Supplementary examinations in the month of May/June.

♦Note: The supplementary examination for the 3rd Semester may be held alongwith OR after the 4th Semester examination and Supplementary examination for the 4th Semester may also be held alongwith OR after the 3rd Semester Examination.

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

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

2. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto, shall be eligible to join First Semester or Master of Library and Information Science Course:

- (a) **For Candidates deputed from Institutions of Haryana State:**
Bachelor of Library and Information Science Course obtaining not less than 50% marks in aggregate.
- (b) **For Other Candidates:**
Bachelor of Library and Information Science Course obtaining not less than 55% marks in aggregate.

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

4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

4.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of

♦ Approved vide Executive Council Resolution No.4(7) of 24.07.2017 w.e.f. Session 2016-17.

♦ Added vide Executive Council Resolution No. 6(17) of 19.07.2024.

examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

4.3 Credits of a course will be evaluated as under:-

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of Laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of Laboratory courses/Practical/Field Work.

5. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of Class tests; Seminar; Attendance etc. and End-Term Examination at the end of each Semester. The distribution of the weightage will be as per scheme of examination.

5.1 The following parameters (with weightage of each) forming the basis of award of Minor Test shall be adopted and inserted in the relevant scheme of examination:-

- (i) One test/Seminar/Assignment : 50% marks
for each paper
- (ii) One Class test/Presentation : 25% marks
(one Period duration)
- (iii) Attendance : 25% marks

Marks for Attendance may be given as under:

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

*For students engaged in co-curricular activities of the Department/Institute only/authenticated medical grounds duly approved by the concerned Chairperson/Director.

5.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson of the Department concerned before forwarding it to the Examinations Branch.

5.3 The Chairperson of the Department concerned shall forward the final awards/grade of Minor Tests of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department concerned. The Minor Test Grade of a candidate who fails in any semester examination shall be carried forward to the next examination.

5.4 The Chairperson of the Department concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

6. The End Term Examination (ETE) (Major Tests) for I/II Semester examinations shall be open to a regular student who has:

- (a) passed the requisite qualifying examination as laid down in Clause 2 above if he is a candidate for the First Semester examination or has passed the preceding Semester examinations if he is a candidate for the Second Semester or is covered under clause 7, as the case may be.
- (b) remained on the rolls of the Department during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, seminar, tutorial etc. in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/practicals shall not be eligible to take the Semester Examination in the concerned paper/practical unless he/she repeats the course in that paper(s)/ practical(s) and obtains requisite attendance.

6.1 A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the Department/Director of the Institute concerned as under:

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

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

7. A candidate who has completed the prescribed course of instruction in the Department for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department, to appear/re-appear in the semester Examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the Supplementary Examinations, as specified in Clause 1.1 above.

7.1. A candidate who fails to pass Master of Library and Information Science examination within a period of three years of his/her admission to the First Semester of the course shall be deemed to be unfit for the Master of Library and Information Science course at this University.

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

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

9. The medium of instruction and examination shall be English/Hindi.
10. The minimum percentage/grade of marks to pass the examination in each Semester shall be:
- Grade 'P' in each Major Test;
 - Grade 'P' in each Practical subject/Seminar/Assignment/Project Report/Viva-voce examination etc., where prescribed;
 - Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical paper.
- There will be no re-examination for Minor Test.
- 10.1 While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s)/Practical(s)/Seminar/Project Report and Viva-voce etc. in which he/she has obtained at least Grade 'P' in aggregate, as indicated in (iii) above.
11. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.
12. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over both the Semesters i.e. I and II 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 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 as per clause 7 for obtaining pass grade.
- (2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.
- (3) If 'F'/'Ab' Grade is awarded to a candidate in major Project/Field Training, he/she will get only one more chance to appear in Viva-Voce/repeat the Project/Field Training, as per recommendation of the examiner 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 (CBCS) courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

13. A candidate who has already passed the Master of Library & Information Science Examination from this University may appear in one or more other optional papers of the subject, at any subsequent examination when held without attending a regular course of study, provided that if there is any corresponding practical work involved, he/she must attend the prescribed number of practicals in the Department/College. The examination fee shall be the same as prescribed by the University from time to time for each paper.

The minimum percentage/grade of marks required to pass in each paper, shall be as prescribed in clause 10 above.

14. Each student will be required to submit a Project Report on an approved topic of current research and application. The report is to be submitted both in hard and soft format. Each student will work under one guide from the Department for successful completion of the Project.

14.1 The areas of topics will be finalized and approved by the Departmental Staff Council. Each report will be evaluated by a Committee consisting of all the regular faculty members of the Department and the marks/grades for evaluation will be based upon presentation, methodology and inputs put in the work. The viva-voce will also be conducted by the same committee, comprising of the guide of the candidate and external examiner. There will be no internal assessment in the Project Work.

14.2 The Project Report is to be submitted before the commencement of the 2nd semester examination. After the expiry of the above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examinations. If the candidate fails to submit the Project Report even during the extended period he/she will be considered to have absented in the Project Report and his/her result shall be declared according to clause 12 above.

15. A person who has passed the Master of Library & Information Science (M.Lib. & Inf. Sc.) examination of this University and is desirous of improving his/her performance/Grade, will be allowed to appear as an ex-student, thrice, in one or more theory paper(s) of both the semester examinations within a period of three years of his/her passing the M.Lib. & Inf. Sc. examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the Semester examination, simultaneously in December/May.

If he/she does not improve his/her performance/Grade he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance/Grade even in the second chance, he/she will be given third chance to improve his/her performance/Grade.

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

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance/grade.

15.2 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma course in Language and Bachelor of Education (B.Ed.) Examinations. M.Phil. regular students will also be permitted to improve their Master's Degree result, as per rules.

Transitory Provision:

Candidates admitted to the Master of Library & Information Science (M.Lib. & Inf. Science) course under Semester System in the University Teaching Department during the academic session 2015-16 or earlier shall be governed by the old rules.

***ORDINANCE— MASTER OF PERFORMING ARTS (MPA)/MASTER OF BUSINESS ADMINISTRATION (MBA) (5-YEAR INTEGRATED COURSES) EXAMINATION**

(Under Choice Based Credit System)

**** 1.** The duration of the course leading to award of Master of Performing Arts (MPA)/Master of Business Administration (MBA) Degree, shall be five academic years, comprising of ten Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.1 The End Term Examination (Major Tests) as well as their Supplementary examinations for the First, Third, Fifth, Seventh and Ninth Semesters shall ordinarily be held in the month of November/December and for the Second, Fourth Sixth, Eighth and Tenth Semesters as well as their Supplementary examinations in the month of May/June.

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

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

2. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto, shall be eligible for admission to Ist Semester of the relevant Course:-

(i) For MPA:

Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education, Haryana or an examination recognized as equivalent thereto securing not less than 45% marks in the aggregate with English as one of the subjects.

(ii) For MBA:

Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education, Haryana or an examination recognized as equivalent thereto securing not less than 50% marks in the aggregate with English as one of the subjects.

Note: (1) The eligibility for SC/ST candidates will be minimum pass marks in the qualifying examination.
(2) The candidate having compartment in the qualifying examination shall not be considered for admission.

****2.1** The candidate admitted to MPA/MBA course shall not be allowed to pursue any other course except certificate course in any Indian or foreign language or computer application being conducted by this University on part-time-basis in the evening with prior permission of the Chairperson/Director of the Department/Institute concerned otherwise his/her candidature for the course will be cancelled forthwith.

3. A person who has passed Semester I or II or III or IV or V or VI or VII or VIII or IX shall be eligible to join the Semester II/III/IV/V/VI/VII/VIII/IX/X respectively of the Course. This is, however, subject to the provisions made under Clauses 7.

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

* Approved vide E.C. Res. No. 4(28) of 24.07.2017 w.e.f.2016-17 and amended vide Executive Council Resolution No. 7(13) of 16.02.2018 w.e.f Session 2016-17.

** Amended vide Executive Council Resolution No. 7(13) of 16.02.2018 w.e.f Session 2016-17.

been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

4.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

4.3 Credits of a course will be evaluated as under:-

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of Laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of Laboratory courses/Practical/Field Work.

♦5. The grade awarded to a student in each course will be based on performance of the student in Minor Tests (Internal Assessment) comprising of Class tests; Assignment; Seminar; Quiz, Project File and attendance etc. and End-Term Examination at the end of each Semester. The distribution of the weightage will as per scheme of examination.

♦ 5.1 The following parameters (with weightage of each) forming the basis of award of Minor Test (Internal Assessment) shall be adopted and inserted in the relevant scheme of examination:-

		<u>MPA</u>	<u>MBA</u>
(i) Sessional Test/ Practical/ Seminars for each paper	:	50% marks	50% marks
(ii) Class Presentation/ Assignment/ Project File/ Quiz etc.	:	25% marks	30% marks
(iii) Attendance	:	25% marks	20% marks
Marks for Attendance may be given as under:			
(1) 91% onwards	:	5 Marks	6 Marks
(2) 81% to 90%	:	4 Marks	5 Marks
(3) 75% to 80%	:	3 Marks	4 Marks
(4) 70% to 74%	:	2 Marks*	3 Marks*
(5) 65% to 69%	:	1 Mark*	2 Marks*

*For students engaged in co-curricular activities of the Department/Institute only/authenticated medical grounds duly approved by the concerned Chairperson/ Director.

♦ Amended vide Executive Council Resolution No. 7(13) of 16.02.2018 w.e.f. Session 2016-17.

♦5.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson/ of the Department/Director of the Institute concerned before forwarding it to the Examinations Branch.

♦5.3 The Chairperson of the Department/ Director of the Institute shall forward the final awards/grade of Minor Tests (Internal Assessment) of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Minor Test Grade of a candidate who fails in any semester examination shall be carried forward to the next examination.

♦5.4 The Chairperson of the Department/Director of the Institute concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University up to six months from the date of declaration of the concerned semester result.

6. The End Term Examination (ETE) (Major Tests) for I/II/III/IV/V/VI/VII/VIII/IX/X Semester examinations shall be open to a regular student who has:

- (a) passed the requisite qualifying examination as laid down in Clause 2 above if he is a candidate for the First Semester Examination, or has passed the preceding Semester examinations if he is a candidate for the Second/Third/Fourth/Fifth/Sixth/Seventh/Eighth/Ninth/Tenth Semester Examination, as the case may be or is covered under Clause 7 below.
- ♦(b) remained on the rolls of the Department/Institute during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/ Director of the Institute concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical etc. in each course in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/practicals will be detained by the Department to take the Major Test in the concerned paper/practical unless he/she repeats the course in that paper(s)/practical(s) and obtains requisite attendance.

♦6.1 A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the Department/ Director of the Institute concerned as under:

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

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

♦ Amended vide Executive Council Resolution No. 7(13) of 16.02.2018 w.e.f. Session 2016-17.

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

♦7. A candidate who has completed the prescribed course of instruction in the Department/Institute for any semester examination, but does not appear in it, or having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Director of the Institute, to appear/re-appear in the semester Examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice at the Supplementary Examinations as specified in Clause 1.1 above.

7.1 A candidate who has failed in one or more paper(s) of I and II Semesters or III and IV Semesters or V and VI Semesters or VII and VIII Semesters, shall be promoted provisionally to the III, V, VII and IX Semesters, as the case may be, only if he/she has passed in the papers as mentioned below :

From Semesters I and II to semester III	If he/she has passed in at least 50% papers of Semesters I and II.
From semester III and IV to Semester V	If he/she has passed in at least 50% papers of Semesters III and IV.
From Semester V and VI to Semester VII	If he/she has passed in at least 50% papers of Semesters V and VI.
From Semester VII and VIII to Semester IX	If he/she has passed in at least 50% papers of Semesters VII and VIII.

♦7.2 A candidate who fails to pass all the ten Semesters of the MPA/MBA examination within a period of ten years of his/her admission to First Semester of the course shall be deemed to be unfit for Programme. The bar shall not apply to a candidate appearing to avail the extra chance in the Tenth Semester Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 7 above.

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

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

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

- (i) For MPA : English/Hindi
- (ii) For MBA : English

♦10. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

For MPA Examination

- (i) Grade 'P' in each Major Test;
- (ii) Grade 'P' in each Practical subject or Seminar or Assignment or Project File or Viva-voce examination etc. where prescribed;
- (iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/ practical paper. There will be no re-examination for Minor Test.

♦ Amended vide Executive Council Resolution No. 7(13) of 16.02.2018 w.e.f. Session 2016-17

While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s)/Practical(s)/Assignment/ Project File/ Viva-voce in which he/she has obtained at least Grade 'P' in aggregate, as indicated in (iii) above.

For MBA Examination

- (i) Grade 'P' in each Major Test and Minor Test (Internal Assessment) separately;
- (ii) Grade 'P' in each Practical subject or Seminar or Assignment or Project File or Viva-voce examination etc. wherever prescribed;

While re-appearing in the examination the candidate shall be exempted from appearing in the paper(s)/practical(s)/ Assignment/Project File/Viva-Voce/ Summer Training Report/Project Report in which he/she has obtained at least Grade 'P'. In case a candidate fails in Internal Assessment shall be given one opportunity in the next year to obtain Grade 'P' in the Internal Assessment as per assessment criteria.

*10.1 In case of MBA, all the students shall prepare Corporate Profile Presentation (CPP) as one of the subjects after the End Term Examination of 2nd Semester. Every student shall undergo 6-8 weeks Corporate Training in an industrial/commercial/co-operative institution whether in private, public, co-operative or joint sector, as approved by the Director of the Institute after End Term Examinations of 4th, 6th and 8th Semester. After training the student shall prepare a report and make presentation in the next semester to be evaluated by a panel of experts from industry/academician to be appointed/ recommended by Director of the Institute. After End Term Examination of Semester 9th the student shall prepare Research Project Report under the guidance of the teacher in the Institute. The student shall submit CPP Report and Training Report within 15 days of the commencement of next Semester Class. The last date for submission of Research Project Report shall be 15th April of every year. However, after the expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examinations.

11. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

♦12. A successful candidate after passing semesters I, II, III, IV, V and VI examinations of the Five year course will be awarded a graduate degree of Bachelor of Performing Arts/Bachelor of Business Administration (BBA), as the case may be. He/she will be awarded Grades and corresponding Grade Points on the basis of absolute marks taken in all the courses undergone by him/her in all the Six Semesters i.e. I to VI as under. The candidate who successfully complete the Five year course will be awarded Master of Performing Arts (MPA)/Master of Business Administration (MBA) Degree, as the case may be and awarded Grades and corresponding Grade Points on the basis of absolute marks taken by him/her in all the courses undergone by him overall the Ten Semesters i.e. I to X 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

* Amended vide Executive Council Resolution No. 7(4) of 13.02.2019 w.e.f. session 2016-17

♦ Amended vide Executive Council Resolution No. 7(13) of 16.02.2018 w.e.f. Session 2016-17

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 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 as per clause 7 for obtaining pass grade.
- ♦(2) A candidate who has not attended requisite percentage of lectures in a course and/or not obtained pass marks in Internal Assessment will also be awarded Grade 'F'. Such a candidate will have to repeat that course(s) to complete the attendance requirement and obtain Grade 'P' in Internal Assessment.
- ♦(3) If 'F'/'Ab' Grade is awarded to a candidate in Major Project/ Field Training/ Summer Training/Research Project, he/she will get only one more chance to appear in Viva-Voce/repeat the Project/Field Training/ Summer Training/ Research Project, as per recommendation of the Chairperson/Director at the end of next Semester. However, if a candidate still gets 'F'/'Ab' Grade in Major Project/Field Training, 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.

*13. “A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students”.

14. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course, shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the

♦ Amended vide Executive Council Resolution No. 7(13) of 16.02.2018 w.e.f. Session 2016-17

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22.

University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

♦Transitory Provisions :

- (1) Candidates admitted to the Master of Performing Arts (5-year Integrated course) under Annual System in the Department during the academic session 2015-16 or earlier shall be governed by the old rules.
- (2) Candidates admitted to the Master of Business Administration (5-year Integrated course) under Semester System in the Institute during the academic session 2016-17 or earlier shall be governed by the old rules.

♦ Amended vide Executive Council Resolution No. 7(13) of 16.02.2018 w.e.f. Session 2016-17

ORDINANCE—MASTER OF TECHNOLOGY (M.TECH.) (APPLIED GEOLOGY)
(5-YEAR INTEGRATED COURSE) EXAMINATION
(Under Choice Based Credit System)

(w.e.f. the session 2016-17)

1. The duration of the course leading to award of Master of Technology (M.Tech.) (Applied Geology) (5-year Integrated Course) Degree, shall be five academic years, comprising of ten Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.1 The End Term Examination (Major Tests) as well as their Supplementary examinations for the First, Third, Fifth, Seventh and Ninth Semesters shall ordinarily be held in the month of November/December and for the Second, Fourth Sixth, Eighth and Tenth Semesters as well as their Supplementary examinations in the month of May/June.

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

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

2. A person who has passed one of the following examinations shall be eligible to join First Semester of the course:

(i) Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education, Haryana or an examination recognized as equivalent thereto, with Physics and Mathematics as compulsory subjects alongwith one of the following subjects:

(a) Chemistry; (b) Bio-Technology; (c) Computer Science; (d) Biology (e) Geology.

OR

(ii) Diploma Course in Engineering/Technology of 3 year duration or more from State Board of Technical Education, Haryana or its equivalent Diploma Examination.

3. A person who has passed Semester I or II or III or IV or V or VI or VII or VIII or IX shall be eligible to join the Semester II/III/IV/V/VI/VII/VIII/IX/X respectively of the Course. This is, however, subject to the provisions made under Clauses 7.

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

4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

4.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

4.3 Credits of a course will be evaluated as under:-

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of Laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of Laboratory courses/Practical/Field Work.

5. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of Quiz; Class tests; Home Assignment; Seminar; attendance etc and End-Term Examination at the end of each Semester. The distribution of the weightage will as per scheme of examination.

5.1 The following parameters (with weightage of each) forming the basis of award of Minor Test shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers :

- (i) Class Test-I } for each paper : 80% marks
Class Test-II }
- (ii) Attendance : 20% marks

For Practicals:

- (i) Seminar/Viva-Voce : 80% marks
for each practical paper
- (ii) Attendance : 20% marks

Marks for Attendance may be given as under:

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

*For students engaged in co-curricular activities of the Department/Institute only/authenticated medical grounds duly approved by the concerned Chairperson/ Director.

5.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department by the Chairperson of the Department concerned before forwarding it to the Examinations Branch.

5.3 The Chairperson of the Department shall forward the final awards/grade of Minor Tests of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Minor Test Grade of a candidate who fails in any semester examination shall be carried forward to the next examination.

5.4 The Chairperson of the Department concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University up to six months from the date of declaration of the concerned semester result.

6. The End Term Examination (ETE) (Major Tests) for I/II/III/IV/V/VI/VII/VIII/IX/X Semester examinations shall be open to a regular student who has:

- (a) passed the requisite qualifying examination as laid down in Clause 2 above if he is a candidate for the First Semester Examination, or has passed the preceding Semester examinations if he is a candidate for the Second/Third/Fourth/Fifth/Sixth/Seventh/ Eighth/Nineth/Tenth Semester Examination, as the case may be or is covered under Clause 7 below.
- (b) remained on the rolls of the Department during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical etc. in each course in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/practicals will be detained by the Department to take the Major Test in the concerned paper/practical unless he/she repeats the course in that paper(s)/ practical(s) and obtains requisite attendance.

6.1 The Chairperson of the Department may condone deficiency in the prescribed course up to 10% of the total periods assigned to the subject in genuine cases to his satisfaction.

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

7. A candidate who has completed the prescribed course of instruction in the Department for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department, to appear/re-appear in the semester Examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice at the Supplementary Examinations as specified in Clause 1.1 above.

7.1 A candidate who has failed in one or more paper(s) of I and II Semesters or III and IV Semesters or V and VI Semesters or VII and VIII Semesters, shall be promoted provisionally to the III, V, VII and IX Semesters, as the case may be, only if he/she has passed in the papers as mentioned below :

From Semesters I and II to semester III	If he/she has passed in at least 50% papers of Semesters I and II.
From semester III and IV to Semester V	If he/she has passed in at least 50% papers of Semesters III and IV.
From Semester V and VI to Semester VII	If he/she has passed in at least 50% papers of Semesters V and VI.
From Semester VII and VIII to Semester IX	If he/she has passed in at least 50% papers of Semesters VII and VIII.

7.2 A candidate who fails to pass all the ten Semesters of the Integrated M.Tech. examination in Applied Geology within a period of ten years of his/her admission to First Semester of the course shall be

deemed to be unfit for Programme. The bar shall not apply to a candidate appearing to avail the extra chance in the Tenth Semester Examination, provided the extra chance is availed next to the last admissible normal chance under Clause 7 above.

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

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

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

10. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

- (i) Grade 'P' in each Major Test;
 - (ii) Grade 'P' in each Practical /Seminar/Field Training Report/Field Work/Viva-voce examination etc.;
 - (iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical paper.
- There will be no re-examination for Minor Test.

10.1 While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s)/Practical(s)/Seminar/Field Training Report/Field Work in which he/she has obtained at least Grade 'P' in aggregate, as indicated in (iii) above.

11. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

12. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the ten Semesters i.e. I to X 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 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 as per clause 7 for obtaining pass grade.

- (2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.
- (3) If 'F'/'Ab' Grade is awarded to a candidate in major Project/ Field Training, he/she will get only one more chance to appear in Viva-Voce/repeat the Project/ Field Training, as per recommendation of the examiner at the end of next Semester. However, if a candidate still gets 'F'/'Ab' Grade in major Project/Field Training, 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.

13.1 A candidate for M. Tech. (Applied Geology) shall be required to undergo Field Trainings of the duration of 5-7 working days excluding transit period, accompanied by Department teachers independently or in an industry or enterprise, duly approved by the Chairperson of the Department during or after specified semester examination. In case the field training is undertaken by a student individually or in small groups without accompanying teacher(s), it may have a duration of more than two weeks and the student concerned will select/choose the enterprise and seek the necessary permission etc. himself from the agency concerned. However, he may seek guidance of teachers/Chairperson of the Department during the process. Every student will submit one copy of the Field Training Report in the Department within 15 days after the training for comprehensive viva-voce. The submission period may be extended for a week by the Chairperson under justified circumstances.

13.2 The last date for receipt of the training/Field Training Report in the Department shall normally be within one month of the completion of such Training/Project Report. After the expiry of the above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examinations. If the candidate fails to submit the Field Training Report even during the extended period he/she will be considered to have absented in the Field Training Report and his/her result shall be declared according to clause 12 above.

*14. "A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students".

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22.

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

Transitory Provision:

Candidates admitted to the Master of Technology (Applied Geology) (5-year Integrated course) under Semester System in the Department during the academic session 2015-16 or earlier shall be governed by the old rules.

**♥ORDINANCE–CERTIFICATE COURSE IN PANCHAYATI RAJ AND RURAL
DEVELOPMENT EXAMINATION (3 MONTHS)**

(w.e.f. the session 2017-18)

1. The duration of the course of instructions for Certificate Course in Panchayati Raj & Rural Development Examination shall be three months (12 weeks). The course may be held thrice during an academic session.
2. The examination shall ordinarily be held in 6th week for internal assessment and 12th week for the End Term Examination. The dates of End Term Examination shall be notified by the Controller of Examinations.
3. An elected representative of Panchayati Raj Institutions (Gram Panchayat, Panchayat Samiti and Zila Parishad) in Haryana State or Gram Sachiv or any other person possessing requisite educational qualification to be elected to PRIs shall be eligible to join the course. Preference will be given to the elected leaders of the Panchayati Raj Institutions.
4. The examination shall be held according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.
- 4.1 The internal assessment marks will be awarded to a student on the basis of his performance in class test in each paper. The dates of class tests will be notified by the Course- Coordinator. In case, the student(s) remain absent from appearing in the test(s), the Course-Coordinator will decide the case at his own level. The Course Coordinator shall forward the internal assessment awards of the students to the Examinations Branch within ten days of the commencement of the University Examination. He shall preserve the record on the basis of which the internal assessment awards have been prepared for inspection, if needed by the University up to 3 months from the date of declaration of the result.
5. A candidate who possesses the minimum eligibility conditions as laid down in Clause 3; has been on the rolls of the Department during the period mentioned in clause 1 above and produces the following certificates duly countersigned by the Course Coordinator, shall be eligible to appear in the examination:-
 - (a) of good character;
 - (b) of having attended not less than 80 per cent of the full course of lectures delivered in each paper and practical separately.
6. A deficiency in the prescribed course (lectures/Practical) may be condoned by the Course Coordinator upto 15% on health, social and other valid grounds with proper evidence of the inability/absence from the course.
7. A candidate who has completed the prescribed course of instructions but does not appear in the examination or fails may be allowed, on the recommendation of the Course Coordinator, to

appear/re-appear in the examination, as the case may be, as an ex-student, without attending the course of instructions afresh. Such a candidate shall be allowed three consecutive chances to pass the course.

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

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

9. The medium of instructions and examination will be Hindi/English.
10. The minimum number of marks required to pass the examination will be 40% in each paper including internal assessment. There shall be no re-examination for internal assessment.
11. As soon as possible, after the examination, the Controller of Examinations shall publish the result and a consolidated transcript indicating the performance of the candidate will be issued by the Result Branch.
12. The grade and the corresponding grade point will be awarded to a candidate on the basis of absolute marks taken by him in all the papers/practicals 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 student eligible to take the examination obtaining Grade F or Ab, will be considered to have failed in the examination/paper(s). Such a student will be required to re-appear in that examination/paper(s) within the permissible chances as per clause 7 to pass the course.
- (2) A student who has not completed required percentage of lectures in a paper will also be awarded Grade 'F'. Such a student will have to repeat that paper(s) to complete the attendance requirement.

♦ORDINANCE—BACHELOR OF TECHNOLOGY (B.TECH.) PRINTING, GRAPHICS AND PACKAGING EXAMINATION

(Under Choice Based Credit System)

(w.e.f. the session 2017-18)

1. The duration of the course leading to award of Bachelor of Technology (B.Tech.) Printing, Graphics and Packaging degree under Choice Based Credit System, shall be four academic years, comprising of eight Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.1 The End Term Examination (Major Tests) as well as their Supplementary examinations for the First, Third, Fifth and Seventh Semesters shall ordinarily be held in the month of November/December and for the Second, Fourth, Sixth and Eighth Semesters as well as their Supplementary examinations in the month of May/June.

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

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

2. A student seeking admission to B.Tech. Printing, Graphics and Packaging First Semester Course shall possess the following qualifications:

- (i) Passed Senior Secondary Certificate (10+2) examination from the Board of School Education, Haryana or an examination recognized as equivalent thereto, with Physics, Chemistry and Mathematics with at least 45% marks in aggregate (42.75% marks in case of SC/ST candidate).

OR

- (ii) the minimum eligibility conditions and admission criteria as prescribed in the Admission Brochure issued under the authority of Haryana State Counseling Society/Directorate of Technical Education, Haryana from time to time.

3 A candidate who has passed the Semesters I and II or III and IV or V and VI from this University under CBCS shall be eligible to join the Semesters III, V and VII respectively of the course. This is, however, subject to the provisions made under clause 7.

3.1 A candidate who has passed Diploma in any discipline of a duration of 3 years or more from an AICTE approved Institution with at least 45% marks in aggregate (42.75% in case of SC/ST candidate) shall be eligible to seek admission in 3rd Semester of the course under Lateral Entry admission criteria as prescribed in the admission brochure issued under the authority of Haryana State Counseling Society/Directorate of Technical Education, Haryana from time to time.

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

4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily.

♦ Approved vide Executive Council Resolution No.7 (7) of 16.02.2018.

(The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

4.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

4.3 Credits of a course will be evaluated as under:-

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two Laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of Laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of Laboratory courses/Practical/Field Work.

5. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of Class tests; Attendance; Class Work (Assignment; Seminar; Viva-Voce; Lab work; Workshop presentation; group discussion; Quiz etc.) and End-Term Examination at the end of each Semester. The distribution of the weightage will as per the scheme of examination.

5.1 The following parameters for the award of Minor Test shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers:

- | | | |
|--|---|-----------|
| (i) Class Tests (two best out of three) | : | 40% marks |
| (ii) Class Attendance (Lectures/tutorials) | : | 40% marks |
| (iii) Class Work | : | 20% marks |

For Practicals:

- | | | |
|----------------------|---|-----|
| (a) Viva-Voce/test | : | 20% |
| (b) Laboratory Work | : | 20% |
| (c) Class Attendance | : | 40% |
| (d) Class Work | : | 20% |

The weightage of 40% marks for attendance will be given only to those students who have attended more than the minimum requirement of 75% lectures/practicals in each subject.

Three class tests of one hour duration for each theory paper will be got scheduled and held by the Institute/Department concerned at its own level ten days before the commencement of examinations. Out of which two best tests shall be counted towards assessment.

5.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Institute by the Director of the Institute concerned before forwarding it to the Examinations Branch.

5.3 The Director of the Institute shall forward the final awards/grade of Minor Tests of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late

fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Minor Test Grade of a candidate who fails in any semester examination shall be carried forward to the next examination.

5.4 The Director of the Institute concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University up to six months from the date of declaration of the concerned semester result.

6. The End Term Examination (ETE) (Major Tests) for I/II/III/IV/V/VI/VII/VIII Semester examinations shall be open to a regular student who has:

- (a) passed the requisite qualifying examination as laid down in Clause 2 for the First Semester examination or has passed the preceding Semester examinations if S/he is a candidate for the Second/Third/Fourth/Fifth/Sixth/Seventh and Eighth Semester or is covered under clause 3 or 7, as the case may be.
- (b) remained on the rolls of the Institute during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Director of the Institute concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, seminar, etc. in each course in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/practicals/Seminar will be detained by the Institute to take the Major Test in the concerned paper/practical/Seminar unless S/he repeats the course in that paper(s)/ practical(s) and obtains requisite attendance.

6.1 A deficiency in the prescribed course (lectures or practicals) may be condoned by the Director of the Institute up to 15% in each paper on valid ground.

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

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

Provided that a candidate shall not be allowed to attend classes in the Semesters mentioned in Column (c) below unless S/he has fulfilled the attendance requirements as per Clause 6 (c) (ii) for all the courses of the Semesters, mentioned in Column(d) below and shall be required to repeat the studies of the course(s) in which S/he has failed to achieve the attendance requirements whenever the courses are offered by the Institute/College:

(c)
3rd Semester onwards
5th Semester onwards
7th Semesters onwards

(d)
1st and 2nd Semester
3rd and 4th Semesters
5th and 6th Semesters

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

7.1 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth, Seventh and Eight Semesters) within eight years (six years in case of candidates admitted under Clause 3.1) of his/her admission to the course, shall be required to repeat the course de novo.

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

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

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

10. The topic of Project/Training/Seminar/comprehensive viva-voce, wherever applicable will be approved by the Departmental Committee which will comprise of Director/Chairperson and two senior most teachers of the Institute/department. The evaluation will be done by the examiners recommended by BOS. The candidate shall be required to submit two copies of project/training report to the Director/Chairperson of the Institute/Department before the commencement of end term Examination of the relevant semester.

11. The candidate shall be required to undergo practical training/Internship wherever required/provided in the scheme of examination in a business enterprise/organization approved by the Director of the Institute. S/he shall be required to submit a comprehensive report within one month of completion of training. Training Report will be completed under the supervision of the officer of the company/institution under whose guidance and supervision the training was completed by the candidate in that Institute. The candidate will add supervisor's certificate in the beginning of the report stating that the report is an out-come of work done by the candidate during his/her training.

12. The minimum percentage of marks/grade to pass the examination in each Semester shall be:

- (i) Grade 'P' in each Major Test;
- (ii) Grade 'P' in each Practical/Project Work/Viva-voce examination etc., where prescribed;
- (iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical paper.

There will be no re-examination for Minor Test.

12.1 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s)/Practical/Project Work/Viva-voce examination etc. in which S/he has obtained at least Grade 'P' in aggregate, as indicated in (iii) above.

13. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

14. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to VIII, as under. The conversion factor for conversion from SGPA/CGPA to percentage of marks shall be 10. Provided that in case of the candidates who took admission in B.Tech. Semester 3rd under Lateral Entry Scheme shall be given B.Tech. Degree under Lateral Entry Scheme by taking into account the absolute marks obtained by him in Third to Eight semester examinations only:-

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 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 as per clause 7 for obtaining pass grade.
- (2) A candidate who has not completed the requisite percentage of lectures in a paper/subject will also be awarded Grade 'F'. Such a candidate will have to repeat the paper(s) to complete the attendance requirement.
- (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 (CBCS) courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

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

Transitory Provision :

Candidates admitted to the B.Tech. Printing, Graphics and Packaging course under Semester System in the Institute of Mass Communication and Media Technology during the academic session 2016-17 or earlier shall be governed by the old rules.

♦ORDINANCE—MASTER OF PHARMACY (M.PHARM.) EXAMINATION
Credit Based Semester System (CBSS)

(w.e.f. the session 2017-18)

1. The duration of the course leading to award of Master of Pharmacy (M.Pharm) degree under Credit Based Semester System, shall be of two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.1 The examinations for the degree of M.Pharm. shall be held in the following specializations: Pharmaceutical Chemistry, Pharmaceutics, Pharmacology and Pharmacognosy. A candidate may opt any one of the above.

1.2 The End Term Examination as well as Supplementary examinations for the First and Third, Semesters shall ordinarily be held in the month of November/December and for the Second and Fourth Semesters as well as Supplementary examinations in the month of May/June.

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

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

**3. A person who has passed Bachelor of Pharmacy (B.Pharm.) examination of this University or an examination recognized by this University as equivalent thereto or from an Institution approved by Pharmacy Council of India, New Delhi, with at least 55% marks shall be eligible for admission to First Semester of M. Pharm. Course.

Additionally,

- A) For candidates having not less than 5 years of professional experience, after passing B.Pharm. Course, there shall be relaxation in pass percentage from 55% to 50% for admission to M.Pharm. Course.
 - B) For SC/ST candidates the prescribed percentage of marks will be 50% of the maximum marks (aggregate of four years of B.Pharm.)
 - C) Every student selected for admission to postgraduate pharmacy course in any of the pharmacy institution in the country should have obtained Registration with the State Pharmacy Council or should obtain the same within one month from the date of his admission, failing which the admission of the candidate shall be cancelled.
4. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.
- 4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. The amount of credit associated with a course is dependent upon the numbers of hours of instruction per week in that course. Similarly, the credit associated with any of the other academic, co/extra-curricular activities is dependent upon the quantum of work expected to be put in for each of these activities per week.

♦ Approved vide Executive Council Resolution No.7 (11) of 16.02.2018.

** Amended vide Executive Council Resolution No. No. 33(26) of 29.10.2021

4.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

4.3 Credits of a course will be evaluated as under:-

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit and half (1/2) credit for practical (laboratory) hours.
- (b) These credits are divided into Theory courses, Practical seminars, Assignments, Research work, discussions with the supervisor, Journal club and Co-curricular activities over the duration of four semesters.

5. The grade awarded to a student in each course will be based on performance of the student in Internal Assessments i.e. two sessional examinations and attendance in each theory/practical course, Seminar, Assignment, Journal Club, Discussion with the Supervisor, Research Work Presentation open book test, field work, group discussion, Student-Teacher interaction, Practical Records, Viva-Voce etc. and End-Term Examination at the end of each Semester. The distribution of the weightage for award of internal assessment will as per the scheme of examination.

Two Sessional examinations shall be conducted for each theory/practical course as per the schedule fixed by the Institute/College. The Scheme of question paper for theory and practical Sessional examinations shall be as prescribed in the scheme of examination. A student shall have the opportunity to improve his/her performance only once in the Sessional examination component of the internal assessment. The re-conduct of Sessional examination shall be completed before the commencement of that end Semester theory examination.

5.1 The following parameters shall be adopted for award of internal assessment in Continuous Mode and inserted in the relevant scheme of examination:-

For Theory Papers: Maximum Marks

- (i) Attendance : 8 marks
- (ii) Student-Teacher Interaction : 2 marks

For Practicals:

- (a) Attendance : 10 marks
- (b) Based on Practical Records,
Regular viva-voce etc. : 10 marks

Table for allotment of marks for attendance

Percentage of Attendance	Theory	Practical
95-100	8	10
90-94	6	7.5
85-89	4	5
80-84	2	2.5
Less than 80	0	0

5.2 The marks of Internal Assessment will be displayed on the notice board of the Institute by the Director of the Institute concerned before forwarding it to the Examinations Branch.

5.3 The Director of the Institute shall forward the final awards of Internal Assessment of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Internal Assessment marks of a candidate who fails in any semester examination shall be carried forward to the next examination.

5.4 The Director of the Institute concerned shall preserve the record on the basis of which the Internal Assessment marks have been assigned for inspection, if needed by the University up to six months from the date of declaration of the concerned semester result.

6. The End Term Examination (ETE) for I/II/III/IV Semester examinations shall be open to a regular student who has:

- (a) passed the requisite qualifying examination as laid down in Clause 3 for the First Semester examination or has passed the preceding Semester examination if S/he is a candidate for the Second/Third/Fourth Semester or is covered under clause 7, as the case may be.
- (b) remained on the rolls of the Institute during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Director of the Institute concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 80% of the full course of lectures delivered in each paper, practical etc. in each course in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/practicals will be detained by the Institute to take the Major Test in the concerned paper/practical unless S/he repeats the course in that paper(s)/practical(s) and obtains requisite attendance.

6.1 A deficiency in the prescribed course (lectures or practicals) may be condoned by the Director, Institute of Pharmaceutical Sciences/Principal of the College up to 10% in each paper/practical on valid ground.

7. If a candidate has, after attending the course of studies in the Institute and being eligible, either not appeared or appeared in any semester examination and failed in one or more papers for that examination, S/he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the Institute. Such a candidate may in the meantime, pursue his/her studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s).

7.1 A candidate shall not be allowed to attend Fourth Semester class unless he/she has fulfilled the attendance requirement as per Clause 6 for all the courses of the First, Second and Third Semesters.

7.2 A candidate who fails to pass the whole examination (First, Second, Third and Fourth semesters) within four years of his/her admission to the course, shall have to get fresh admission/Registration to the course.

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

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

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

10. Journal Club/Proposal Presentation/Research work:

Each candidate for M.Pharm. Course in Semester III and IV will be evaluated by a Committee constituted by the Director of the Institute based upon his/her performance in Journal Club/Proposal presentation/Research work done for dissertation.

Each student will have to give a seminar in III Semester (Research Work) based on the progress of his/her Research Work and will be evaluated as per scheme.

10.1 Dissertation/Project/Research/Colloquium work :

Each student shall undertake a project under the supervision of a teacher of the Institute in Semester III and IV. At the end of Semester IV, a candidate who passes I and II Semester Examinations will be required to submit four hard and typed copies of the Dissertation in bound form, on the research topic assigned to him/her by the Supervisor, duly approved by the Director, Institute of Pharmaceutical Sciences. The last date for receipt of Dissertation/Thesis in the Secrecy Branch shall be 30th June of the IV Semester Examination. However, after the expiry in the above date the extension in date shall be permissible with penalty as laid down in the Ordinance-I 'General Rules' for Examinations.

10.2 A Supervisor/Guide shall be a full-time postgraduate teacher in the Institute of Pharmaceutical Sciences. However, joint-supervisor(s) could be adopted from the Kurukshetra University or other University or Industry etc., with permission of Director, Institute of Pharmaceutical Sciences, KUK.

10.3 The Dissertation shall be a certificate from the Supervisor duly forwarded by the Director/ Head of the Institute/affiliated college, certifying that :-

- the work has been undertaken and completed under his/her supervision and guidance and meets the requirements of the course;

10.4 The Dissertation/thesis shall also bear following undertaking by the candidate –

“ The research work reported in the Dissertation is original and has been carried out by myself and the Dissertation work has not formed the basis of award of any other degree or diploma, etc. of this or any other University”.

10.5 The Dissertation shall be evaluated by the External Examiner, Supervisor concerned and the Director, Institute of Pharmaceutical Sciences or his nominee on the basis of the criteria mentioned in the Scheme on the entire Dissertation and oral (Viva-Voce) examination on a date notified by the University. The External examiner shall be from a panel of examiners as recommended by Director, Institute of Pharmaceutical Sciences/Board of Studies. One external examiner may be appointed for a maximum of five candidates of the same subject. Marks of Dissertation and Viva-Voce shall be forwarded by the Director of the Institute to Examinations Branch.

The marks obtained by the candidate for the dissertation shall be taken into account when he/she appears in any future examination under Re-appear Clause-7.

If a candidate fails to submit his/her Dissertation on or before the prescribed date, his/her Viva-Voce examination will be conducted during the subsequent examination which shall not be earlier than three months from the date fixed in the first instance.

A candidate who fails in the Dissertation shall be allowed to resubmit it for fresh assessment not earlier than six months and not later than one year from the date of declaration of result.

11. The minimum percentage of marks/grade to pass the examination in each Semester shall be:
- Grade 'D' in each theory paper/practical including Sessionals.
 - Grade 'D' in aggregate in each Semester examination.
- 11.1 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 Grade 'D' including sessionals.
12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.
13. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to IV, 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	90.00-100
A (Excellent)	9	80.00-89.99
B(Good)	8	70.00-79.99
C (Fair)	7	60.00-69.99
D (Average)	6	50.00-59.99
F (Fail)	0	Less than 50
Ab (Fail)	0	Absent

- Note: (1) A candidate eligible to take the examination obtaining Grade F or Ab will be considered 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 as per clause 7 for obtaining pass grade.
- (2) A candidate who has not completed the requisite percentage of lectures in a paper/subject will also be awarded Grade 'F'. Such a candidate will have to repeat the paper(s) to complete the attendance requirement.
- (3) If 'F'/'Ab' Grade is awarded to a candidate in Dissertation, he/she will get only one more chance to repeat the Dissertation at the end of next Semester. However, if a candidate still gets 'F'/'Ab' Grade in Dissertation, the same will not be eligible for the award of degree.

*14. "A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22.

following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students”.

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

Transitory Provision:

Candidates admitted to the Master of Pharmacy (M.Pharm.) course under Semester System in the Institute of Pharmaceutical Sciences during the academic session 2016-17 or earlier shall be governed by the old rules.

**♦ORDINANCE—BACHELOR OF LIBRARY & INFORMATION SCIENCE (B. LIB. & INF. SC.)
EXAMINATION**

(Under Choice Based Credit System)

(w.e.f. the session 2017-18)

1. The duration of the course leading to the award of Bachelor of Library & Information Science (B. Lib. & Inf. Sc.) Degree shall be one academic year, comprising of two Semesters. Academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.1 The End Term Examination (Major Tests) as well as its Supplementary examination for the First Semester shall ordinarily be held in the month of November/December and for the Second as well as its Supplementary examination in the month of May/June.

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

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

2. A person who has passed Bachelor's or Master's Degree Examination in any discipline from this university or an examination recognized as equivalent thereto with atleast 50% marks in aggregate, shall be eligible for admission to the course.

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

4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

4.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

4.3 Credits of a course will be evaluated as under:-

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit.

♦ Approved vide Executive Council Resolution No.7 (14) of 16.02.2018.

5. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of Class tests; Seminar; Attendance; Assignment etc. and End-Term Examination at the end of each Semester. The distribution of the weightage will be as per scheme of examination.

5.1 The following parameters (with weightage of each) forming the basis of award of Minor Test shall be adopted and inserted in the relevant scheme of examination:-

- | | | |
|---|---|-----------|
| (i) One test/Seminar/Assignment for each paper | : | 50% marks |
| (ii) One Class test/Presentation
(one Period duration) | : | 25% marks |
| (iii) Attendance | : | 25% marks |

Marks for Attendance may be given as under:

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

*For students engaged in co-curricular activities of the Department/Institute only/authenticated medical grounds duly approved by the concerned Chairperson/Director.

5.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson of the Department concerned before forwarding it to the Examinations Branch.

5.3 The Chairperson of the Department concerned shall forward the final awards/grade of Minor Tests of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department concerned. The Minor Test Grade of a candidate who fails in any semester examination shall be carried forward to the next examination.

5.4 The Chairperson of the Department concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

6. The End Term Examination (ETE) (Major Tests) for I/II Semester examinations shall be open to a regular student who has:

- (a) passed the requisite qualifying examination as laid down in Clause 2 above if he/she is a candidate for the First Semester examination or has passed the preceding Semester examinations if he/she is a candidate for the Second Semester or is covered under clause 7, as the case may be.
- (b) remained on the rolls of the Department during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, practical, tutorial etc. in each Semester separately (the course to be counted up to the day

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

6.1 A deficiency in the prescribed course (lectures or practicals or tutorials) may be condoned by the Chairperson of the Department/Director of the Institute concerned as under:

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

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

7. A candidate who has completed the prescribed course of instruction in the Department for any semester examination, but does not appear in it, or fails, may be allowed on the recommendation of the Chairperson of the Department, to appear/re-appear in the semester Examination/ Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the Supplementary Examinations, as specified in Clause 1.1 above.

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

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

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

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

10. All the students shall submit Educational Tour Report and Library Training/ Internship Report in the Department within one week after the completion of Tour/Internship. However, after expiry of above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examination.

If a student remains absent in all local as well as outside tours, the case will be decided by the Chairperson of the Department on the recommendation of the Committee consisting of all the regular teachers of the Department. However, he/she will have to visit the same library at his/her own cost and shall submit the report in the Department duly attested by the concerned Librarian within one week.

11. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

- (i) Grade 'P' in each Major Test;
- (ii) Grade 'P' in each Practical subject/Assignment/Training Report/Library Training/ Internship/Educational Tour and Viva-voce examination etc., where prescribed;
- (iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical paper. There will be no re-examination for Minor Test.

11.1 While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s)/Practical(s)/Training Report/Internship etc. and Viva-voce etc. in which he/she has obtained at least Grade 'P' in aggregate, as indicated in (iii) above.

12. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

13. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over both the Semesters i.e. I and II 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 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 as per clause 7 for obtaining pass grade.
- (2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.
- (3) If 'F'/'Ab' Grade is awarded to a candidate in major Internship/Training, he/she will get only one more chance to appear in Viva-Voce/repeat the Internship/Training, as per recommendation of the Departmental Committee as prescribed in the syllabi. However, if a candidate still gets 'F'/'Ab' Grade in Internship/Training, the same will not be eligible for the award of degree.
- (4) For non credit (CBCS) courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

14. A candidate who has already passed the Bachelor of Library & Information Science Examination from this University may appear in one or more other optional papers of the subject, at any subsequent examination when held without attending a regular course of study, provided that if there is any corresponding practical work involved, he/she must attend the prescribed number of practicals in the

Department/College. The examination fee shall be the same as prescribed by the University from time to time for each paper.

The minimum percentage/grade of marks required to pass in each paper, shall be as prescribed in clause 11 above.

15. A person who has passed the Bachelor of Library & Information Science (B. Lib. & Inf. Sc.) examination of this University and is desirous of improving his/her performance/Grade, will be allowed to appear as an ex-student, thrice, in one or more theory paper(s) of both the semester examinations within a period of three years of his/her passing the B. Lib. & Inf. Sc. examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the Semester examination, simultaneously in December/May.

If he/she does not improve his/her performance/Grade he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance/Grade even in the second chance, he/she will be given third chance to improve his/her performance/Grade.

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

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance/grade.

15.2 A candidate who re-appears in any examination for improvement shall not be allowed to take any other examination of the University simultaneously, except for a Certificate/Diploma course in Language and Bachelor of Education (B.Ed.) Examinations. M. Lib. & Inf. Sc. regular students will also be permitted to improve their Bachelor's Degree result, as per rules.

Transitory Provision:

Candidates admitted to the Bachelor of Library & Information Science (B. Lib. & Inf. Science) course under Semester System in the University Teaching Department during the academic session 2016-17 or earlier shall be governed by the old rules.

♥ORDINANCE—BACHELOR OF PHARMACY (B.PHARM.) EXAMINATION
(Choice Based Credit System)

(w.e.f. the session 2017-18)

1. The duration of the course leading to award of Bachelor of Pharmacy (B.Pharm.) degree under Choice Based Credit System (CBCS), shall be four academic years, comprising of eight Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.1 The End Term Examination as well as their Supplementary examinations for the First, Third, Fifth and Seventh Semesters shall ordinarily be held in the month of November/December and for the Second, Fourth, Sixth and Eighth Semesters as well as their Supplementary examinations in the month of May/June.

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

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

2. A candidate who has passed Senior Secondary Certificate (10+2 Standard) Examination from the Board of School Education, Haryana or an examination recognized as equivalent thereto with Physics and Chemistry as compulsory subjects, alongwith any one of the following subjects, shall be eligible to join First Semester of the course :

- (a) Mathematics
- (b) Biology

3. A candidate who has passed the Semesters I and II or III and IV or V and VI from this University shall be promoted to Semester III, V and VII respectively of the B.Pharm. course. This is, however, subject to the provisions made under clause 7.

3.1 A candidate who has passed Diploma in Pharmacy examination from any institute approved by Pharmacy Council of India, New Delhi may be admitted to B.Pharmacy III Semester under Lateral Entry Scheme.

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

4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily.

4.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

♥ Approved vide Executive Council Resolution No.7 (18) of 16.02.2018.

4.3 Credits of a course will be evaluated as under:-

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two Laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of Laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of Laboratory courses/Practical/Field Work.

5. The grade awarded to a student in each course will be based on performance of the student in Internal Assessment i.e. average marks of two sessional examinations for each theory/practical course and Continuous Mode i.e. Attendance; Academic Activities (Average of any 3 activities e.g. quiz, assignment, open book test, field work, group discussion and seminar, Student-Teacher interaction, Practical Records, Viva-Voce etc. and End-Term Examination at the end of each Semester. The distribution of the weightage for award of internal assessment will be as per the scheme of examination.

Two Sessional examinations shall be conducted for each theory/practical course as per the schedule fixed by the Institute/College. The Scheme of question paper for theory and practical Sessional examinations shall be as prescribed in the scheme of examination. A student shall have the opportunity to improve his/her performance only once in the Sessional examination component of the internal assessment. The re-conduct of Sessional examination shall be completed before the commencement of that end Semester theory examination.

5.1 The following parameters shall be adopted for award of internal assessment in Continuous Mode and inserted in the relevant scheme of examination:-

For Theory Papers:		Maximum Marks
(i) Attendance	:	4 marks
(ii) Academic Activities	:	3 marks
(iii) Student-Teacher Interaction	:	3 marks
For Practicals:		
(a) Attendance	:	2 marks
(b) Based on Practical Records, Regular viva-voce etc.	:	3 marks

Table for allotment of marks for attendance

Percentage of Attendance	Theory	Practical
95-100	4	2
90-94	3	1.5
85-89	2	1
80-84	1	0.5
Less than 80	0	0

5.2 The marks of internal assessment will be displayed on the notice board of the Institute by the Director of the Institute concerned before forwarding it to the Examinations Branch.

5.3 The Director of the Institute shall forward the final internal assessment awards of the students in hard and soft copy to the Examinations Branch invariably within 20 days after the completion of the relevant

Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The internal assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

5.4 The Director of the Institute concerned shall preserve the record on the basis of which the internal assessment awards have been prepared, for inspection, if needed by the University up to six months from the date of declaration of the concerned semester result.

6. The End Term Examination (ETE) (Major Tests) for I/II/III/IV/V/VI/VII/VIII Semester examinations shall be open to a regular student who has:

- (a) passed the requisite qualifying examination as laid down in Clause 2 for the First Semester examination or has passed the preceding Semester examination if S/he is a candidate for the Second/Third/Fourth/Fifth/Sixth/Seventh and Eighth Semester or is covered under clause 3 or 7, as the case may be.
- (b) remained on the rolls of the Institute during one Semester preceding the examination; and
- (c) his/her Examination form submitted to the Examinations Branch through the Director of the Institute concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 80% of the full course of lectures delivered in each paper, practical etc. in each course in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/ practicals for any of the paper(s) will be eligible to take the examination in the remaining papers only.

6.1 A deficiency in the prescribed course (lectures or practicals) may be condoned by the Director, Institute of Pharmaceutical Sciences/Principal of the College up to 10% in each paper/practical on valid ground.

7. If a candidate has, after attending the course of studies in the Institute and being eligible, either not appeared or appeared in any semester examination and failed in one or more papers for that examination, S/he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the Institute. Such a candidate may in the meantime, pursue his/her studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s).

Provided that after completion of their studies for the whole duration of the course upto 8th Semester, the candidates will be allowed to appear in examination as an ex-student for the left out papers.

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

Candidates who seek re-admission to the programme after break of study has to get the approval from the University by paying a condonation fee as prescribed by the University from time to time.

No condonation will be allowed to the candidate who has more than 2 years break up period and he/she has to rejoin the program a fresh.

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

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

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

10. The minimum percentage of marks/grade to pass the examination in each Semester shall be:

(i) Grade 'D' in each theory paper/practical including Sessionals/Project Work/ Industrial training.

(ii) Grade 'D' in aggregate in each Semester examination.

10.1 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 Grade 'D' marks including sessionals.

11. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Detailed-Marks-Card for each Semester and a consolidated Detailed-Marks-Card indicating performance in all Semesters will be issued by the Result Branch.

12. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to VIII, as under. The conversion factor for conversion from SGPA/CGPA to percentage of marks shall be 10. Provided that in case of the candidates who took admission in B.Pharm Semester 3rd under Lateral Entry Scheme shall be given B.Pharm. Degree under Lateral Entry Scheme by taking into account the absolute marks obtained by him in Third to Eighth semester examinations only:-

Letter grade	Grade Point	Marks
O (Outstanding)	10	90.00-100
A (Excellent)	9	80.00-89.99
B(Good)	8	70.00-79.99
C (Fair)	7	60.00-69.99
D (Average)	6	50.00-59.99
F (Fail)	0	Less than 50
Ab (Fail)	0	Absent

Note: (1) A candidate eligible to take the examination obtaining Grade F or Ab will be considered 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 as per clause 7 for obtaining pass grade.

(2) A candidate who has not completed the requisite percentage of lectures in a paper/subject will also be awarded Grade 'F'. Such a candidate will have to repeat the paper(s) to complete the attendance requirement.

13. Ranks and Medals shall be awarded on the basis of final CGPA. However, candidates who fail in one or more courses during the B.Pharm program shall not be eligible for award of ranks. Moreover, the candidates should have completed the B.Pharm. program in minimum prescribed number of years i.e. four years for the award of Ranks.

*14. “A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students”.

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

Transitory Provision :

Candidates admitted to the Bachelor of Pharmacy (B.Pharm.) course under Semester System in the Institute of Pharmaceutical Sciences during the academic session 2016-17 or earlier shall be governed by the old rules.

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22.

***RULES & REGULATIONS/GUIDELINES FOR ADOPTING MASSIVE OPEN ONLINE COURSES (MOOCs) THROUGH SWAYAM UNDER NATIONAL MISSION ON EDUCATION THROUGH INFORMATION COMMUNICATION TECHNOLOGY (NME-ICT) PROGRAMME OF MINISTRY OF HUMAN RESOURCE DEVELOPMENT, DEPARTMENT OF HIGHER EDUCATION, GOVERNMENT OF INDIA, NEW DELHI.**

(w.e.f. the session 2017-18)

- **1. Preliminary**
- a. In these regulations, MOOCs means Massive Online Open Courses and SWAYAM means Study Web Active Learning by Young and Aspiring Minds.
 - b. The objective of these courses is to widen the access to higher education at low cost by using technological advances.
 - c. There should be seamless coordination between online learning and regular class room learning.
 - d. National MOOCs Coordinator (NMC) is a National level agency designated as such by the Government, for the purpose of coordinating the production of the online courses and for overseeing their quality in a designated sector of learning.
 - e. Principal Investigator (PI): the PI is a Subject Matter Expert (SME) belonging to a reputed educational institution, identified and entrusted with the task of developing and delivering MOOCs in a given area by the NMC.
 - f. 'Host Institution' shall mean the institution duly recognized/approved by the regulating authority, to which the Principal Investigator (PI) offering the course belongs.
- **2.1** The online learning courses through SWAYAM in various Post-graduate/ Undergraduate Papers shall not have lesser credits and contents for the paper of PG/UG Semester course as decided by the Staff Council of the Department concerned for adoption in PG/UG course.
- **2.2** Courses with two or more credits available through SWAYAM can be adopted as Open Elective Paper(s).
- **3.1** The students studying in a Post-graduate/ Undergraduate course under Choice Based Credit System/Credit Based System shall be eligible to register himself/herself for the online course/paper through SWAYAM adopted by Kurukshetra University.
- **3.2** A student studying in a PG/UG course under CBCS/CBS in the University Department/ Institute can opt for Open Elective Paper(s) in a Semester through the online learning courses provided for PG/UG Courses through SWAYAM platform with the prior approval of the Chairperson/ Director/ Principal of the Department/Institute concerned.
- **3.3** The requirement of migration and the restriction to enroll in courses offered by Kurukshetra University will not be applicable as the learner/student enrolling in the course under SWAYAM may be studying in some other University.
- 4.** The End-Term- Examination for MOOCs shall be held in the papers as approved by the University Grants Commission and adopted by the University from time to time.

* Approved vide Executive Council Resolution No.7(5) of 13.02.2019.

** Amended vide Executive Council Resolution No.36(12) of 20.03.2021.

****5. MOOCs Coordinator**

5.1 The Vice-Chancellor shall nominate a faculty member as University MOOCs Coordinator for SWAYAM who will coordinate with the designated National Level Agency for registration of Kurukshetra University students for different courses available on SWAYAM platform.

5.2 The Chairperson/Director/Principal of the Department/Institute concerned shall nominate a faculty member as department level MOOC coordinator to guide the students throughout the course and facilitate/conduct the practical and examination sessions.

5.3 The Board of Studies/Staff Council of the University Department/Institute concerned can recommend to the Academic Council of the University to allow up to 20% of the total courses in a programme through SWAYAM provided that these courses have content at par with the approved syllabi of regular course of the University and ensure that there are necessary physical facilities like labs, computers, library etc. essentials for pursuing that course free and in adequate measures. While approving the recommendations of the Board of Studies/Staff Council, the Academic Council can take into consideration–

- (i) Non-availability of suitable teaching staff for running a course at Kurukshetra University, Kurukshetra. OR
- (ii) The facilities for offering the elective papers (courses), sought for by the students are not on offer at KUK but are available on the SWAYAM Platform.
- (iii) The courses offered on SWAYAM would supplement the teaching-learning process at KUK.

6. Conduct of examination for the MOOC courses offered by PI in Kurukshetra University.

6.1 The PI shall be responsible for finalizing the date and place of examination (End Term Examination) in consultation with Controller of Examinations and other outstationed Institutions coordinating with the conduct of above mentioned pen paper examinations.

6.2 The PI of MOOC will supply Syllabus and the Scheme of Examination duly approved and list of number of students who will appear in each Examination Centre at least one month before the commencement of examination. After evaluation of Answer Books the PI through the office of the Chairperson/Director/Principal of his/her Department/Institute will send the award list (Term and examination/practicals) and internal assessment marks (Assignment and Project Report) etc. in soft copy to the Examinations Branch for publishing result.

**6.3 The host institute and the PI shall be responsible for evaluating the students registered for the MOOCs course launched by him/her.

**6.4 The evaluation should be based on predefined norms parameters and shall be based on a comprehensive evaluation throughout the length and breadth of the course based on specified instruments like discussions, forums, quizzes, assignments, sessional examination and final examinations.

**7. Whereas an online examination would be the preferred mode, the PI shall be authorized to decide on the spot regarding conducting the final examination. This shall be announced in the overview of the Course at the time of offering the course.

**7.1 In case, pen and paper final examination is to be conducted, the same shall be offered through any college/school volunteering to conduct the same. The decision in this respect will be of the PI and the host institute.

** Amended vide Executive Council Resolution No.36(12) of 20.03.2021.

****8.** As per UGC norms, each course will have a certain number of credits which will reflect its weightage. A student performance/progress will be measured by the number of credits that he/she has completed satisfactorily.

The Assignment and Project work of the courses offered by Kurukshetra university will be submitted by the learner/student online to the concerned PI who will examine and submit marks based on the performance of the student and communicate to the concerned student/learner. The marks so obtained will be added to the marks obtained/scored by him/her in the End Term Examination for computing final standing/ranking of the student. In case a candidate fails in an examination his/her Grade/Awards obtained by him/her in Project Work/Assignment shall be carried forward to the next examination.

****8.1** The PI concerned of Kurukshetra University shall preserve the record on the basis of which the Marks in Project Work/Assignment has been prepared, for inspection, if needed by the University upto to six months from the date of declaration of the result of concerned papers.

****9.** A student who is eligible to take the examination, but does not appear in it, or failed, may be allowed on the recommendation of the PI concerned of Kurukshetra University to appear/re-appear only twice in the subsequent examinations as an ex-student to pass the End Term Examination.

10. The amount of examination fee to be paid by a candidate shall be as prescribed by the University from time to time. Re-appear candidate shall have to pay the full examination fee.

11. The medium of instruction and examination shall ordinarily be English or the language as per UGC norms, received from time to time.

12. Unless otherwise provided in the concerned Ordinance of a Course/Examination, the minimum percentage/Grade of marks required to pass the examination will be Grade 'P' including internal assessment. There shall be no re-examination for internal assessment.

The Credits/marks obtained by student, as indicated in the Certificate of the SWAYAM course, shall be taken into account while awarding final Degree, as per scheme of the concerned course.

****13.1** The Result of the Massive Online Open Courses offered by the Kurukshetra University shall be made available to the UGC by the PI. Result-sheet shall be signed both by the PI and the Controller of Examinations.

****13.2** A certificate regarding successful completion of the MOOCs **from Kurukshetra University** shall be signed by the PI and countersigned by the Controller of Examinations. This shall be issued by the Controller of Examinations and sent to the parent institution.

14. Unless otherwise provided in the concerned Ordinance of a Course/Examination, the Grade and the corresponding Grade Point will be awarded to a candidate on the basis of absolute marks scored in the Assignment, Project Work and End Term Examination, as under. The conversion factor and assignment for conversion from SGPA/CGPA to percentage of marks shall be in accordance with the norms prescribed by UGC:

Letter grade	Grade Point	Marks
O (Outstanding)	10	85-100
A+ (Excellent)	9	75-84

**** Amended vide Executive Council Resolution No.36(12) of 20.03.2021.**

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: A candidate eligible to take the examination obtaining Grade F or Ab will be considered 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 as per clause 9 for obtaining pass grade.

15. In case of difficulty in implementation of these regulations, the provisions in UGC (Credit Framework for Online Learning Courses through SWAYAM) Regulations, 2016 shall prevail.

- *16(i) The Massive Open Online Courses (MOOCs) may be adopted upto 20% of total courses include the open elective papers for the CBCS courses. The MOOCs will be offered as an open elective paper in the scheme of examinations for the courses w.e.f the session 2019-20.
- (ii) The Chairperson of the departments will nominate a teacher as MOOC Coordinator of the department.
- (iii) Chairperson(s) & MOOC Coordinator(s) of the department will encourage and provide required information/guidance to the students of their respective department for selection of MOOCs.
- (iv) If the credits of the MOOC adopted by the students are different from that of open elective paper then same will be converted based on the absolute marks obtained in MOOC.
- (v) The Examination Branch will take necessary steps to prepare the DMCs to include MOOC.
- (vi) Academic branch will take necessary steps for the transfer the credit of MOOCs to the credits of the courses of this University.
- (vii) MOOCs may be adopted keeping in view the schedule of the department.
- (viii) The MOOCs may be include in the list of the open elective papers circulated by the Offices of Dean as “one paper through MOOC/Swayam (as recommended by the Chairman of the department)” to their respective faculties w.e.f 2019-20.

* Added vide Executive Council Resolution No. 36(18) of 20.03.2021.

***ORDINANCE—BACHELOR OF SCIENCE (MULTIMEDIA/GRAPHICS & ANIMATION)
EXAMINATION (*Semester System*)**

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

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

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

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

3. A person who has passed Senior Secondary examination (10+2 Standard) of the Board of School Education, Haryana or an examination recognized as equivalent thereto securing not less than 50% marks in the aggregate (Minimum Pass marks for SC/ST candidates) with English as one of the subjects shall be eligible to seek admission in the First Semester of the relevant Course.

4. A candidate who has passed the B.Sc. (Multimedia/Graphics & Animation) Semester I and II or III and IV from this University shall be eligible to join the Semester III and V respectively of the relevant course. This is, however, subject to the provisions made under clause 8.

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

6. 20% marks in each paper/practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers

- | | |
|---|------------|
| (i) Two class tests (one best out of two) | : 10 marks |
| (ii) Two handwritten Assignments | : 5 marks |
| (1 st assignment after one month and | |
| 2 nd assignment after two month | |
| (iii) Attendance | : 5 marks |

For Practicals

There are two modes of Practical/Projects examination- one having 80 marks and the second having 30 marks. The Distribution of practical with 80 marks shall be as follows:

- | | |
|---|------------|
| Practical work during classes project | : 40 marks |
| Assignment given by the External Examiner | : 20 marks |
| Viva-voce | : 20 marks |

* Approved vide Executive Council Resolution No.7(19) of 13.02.2019.

Marks for Attendance will be given as under:

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

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

6.1 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Director of the Institute/Principal of the College concerned, shall be forwarded to the Examinations Branch invariably within 20 days after the completion of the relevant semester examination. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

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

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

- (a) has passed the requisite qualifying examination as laid down in clause 3 if he/she is a candidate for First Semester examination; or is covered under clause 4 or 8 if he/she is a candidate for Second/Third/Fourth/Fifth/Sixth Semester examination.
- (b) has remained on the rolls of the Institute/College during one Semester preceding the examination; and
- (c) has his/her Examination form submitted to the Examinations Branch through the Director of the Institute/Principal of the College concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of lectures delivered in each theory as well as practical paper in each Semester (the course to be counted up to the day before the commencement of the examination).

Provided that a candidate who has not attended the requisite percentage of lectures will be detained by the Institute/College to take the examination in the concerned paper/practical unless he/she repeats the course in that paper(s)/ practical(s) and obtains requisite attendance.

7.1 The Director of the Institute/Principal of the College shall have authority to condone deficiency upto 15% of the total number of lectures/practical/tutorials, held in each paper/practical/tutorial.

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

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

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

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

9. The Topic and Supervisor of the Project Report, where prescribed, shall be approved by the Director of the Institute/Principal of the College concerned. The student shall be required to submit two copies of his/her Project Report 20 days prior to the Theory examination of the concerned Semester. Extension in date for submission of Project Report will be admissible as provided in the Ordinance-I-‘General Rules for Examination’.

The Project Report shall be evaluated by the External Examiner as per University Guidelines. The marks obtained by the candidate in Project Report shall be taken into account. when he/ she re-appears in any future examination under Re-appear Clause.

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

A candidate, who re-appears in one or more paper(s)/Semester(s) shall pay fee as for the whole examination. A candidate who appears in the supplementary examination shall not be eligible for Scholarship, a Prize or a Medal.

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

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

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

12.1 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks including internal assessment as indicated in (i), (ii) and (iii) above.

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

14. The list of successful candidates of Sixth Semester Examination shall be arranged on the basis of the aggregate marks obtained in the First, Second, Third, Fourth, Fifth and Sixth Semester examinations

taken together, and the division obtained by the candidate will be stated in the Degree, as under :-

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

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

***ORDINANCE—B.Sc.B.Ed./B.A.B.Ed.(4-YEAR INTEGRATED COURSE) EXAMINATION
(SEMESTER SYSTEM)**

(w.e.f. admissions of 2018-19)

1. The duration of the course of instruction for award of B.Sc.B.Ed./B.A.B.Ed. Degree shall be four academic years, comprising of Eight Semesters including school based experience and Internship. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

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

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

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

3. A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education, Haryana or its equivalent examination with atleast 50% marks in aggregate (47.50 marks ($5/100 \times 50 = 2.50$) in case of SC/ST/PWD candidates) shall be eligible to join First Semester of the course.

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

(2) Candidates placed under compartment/re-appear in the qualifying examination shall not be allowed admission to the Course.

(3) No student admitted to B.Sc. B.Ed./B.A.B.Ed. Programme of the university, shall be permitted to study simultaneously in any other course leading to a degree offered by this/any other university.

(4) No student will be allowed to appear in this course if he/she is in employment-permanent or temporary.

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

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

5.1 The examination shall consist of: -

(a) Written Papers: Written papers will be got set as per University norms.

* Approved vide Executive Council Resolution No. 36(3) of 20.03.2021

- (b) Practical Examinations: Examinations in practical shall be conducted and evaluated by the External Examiner as recommended by the Board of Studies.
- (c) School Internship : as per scheme of examination.
- (d) 20% marks in each paper/practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination: -
 - (i) One class test : 10 marks
 - (ii) Assignment submission : 05 marks
 - (iii) Attendance : 05 marks

Marks for Attendance will be given as under:

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

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

5.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Principal of the College/Institute concerned shall be forwarded to the Examinations Branch invariably within 20 days after the commencement of the relevant Semester examination. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the College/Institute concerned. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination

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

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

- (a) has passed, not less than one academic year previously, the requisite qualifying examination as laid down in clause 3, or is covered under clause 4 or 7;
- (b) has remained on the rolls of the College/Institute during one Semester preceding the examination; and
- (c) has his/her Examination form submitted to the Examinations Branch through the Principal of the College/Institute and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 80% of the full course of lectures delivered in each paper/practicum/tutorial and 90% for Engagement with Field (Working with Community, School Exposure and Multicultural Placement and School Internship) separately in each Semester (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s)/ practical(s) will be detained by the college/institute concerned to take the external examination in the said

paper(s)/practical(s) unless he/she repeats the course in that paper(s)/practical and obtains the requisite percentage of attendance therein.

6.1 A deficiency in the prescribed course (Lectures/Practicals/Tutorials/Internship) may be condoned by the Principal of the College/Institute concerned up to 15% on genuine grounds only.

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

7. A candidate who has completed the prescribed course of instruction in the College/Institute for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Principal of the College/Institute concerned, to appear/re-appear in the semester examination/Paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations.

7.1 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth, Seventh and Eighth semesters) within period of six years of his/her admission to the course, shall be deemed to be unfit for the course.

8. A candidate who has appeared and failed or having been eligible did not appear in the I, III, V and VII Semester examination shall be promoted from I to II, III to IV, V to VI and VII to VIII Semester respectively subject to the provision of Clause 8.1.

8.1 A candidate who has failed in Semesters I and II or III and IV or V and VI shall be promoted to the III, V and VII Semester, as the case may be, only if he has got exemption in paper(s) mentioned below:

From I year (Semesters I & II) to II year (Semester III)	If he has passed at least 50% papers of Semesters I & II. Provided that, promotion to Semester III may be made provisionally till such time the result of Semester II is declared.
From II year (Semesters III & IV) to III year (Semester V)	If he has passed at least 50% papers of Semesters I & II and at least 50% papers of Semesters III & IV. Provided that, promotion to Semester V may be made provisionally till such time the results of Semester IV and Semester II (re-appear, if any) are declared.
From III year (Semester V & VI) to IV year (Semester VII)	If he has passed all the papers of Semesters I, II, III & IV and at least 50% papers of V & VI. Provided that, promotion to Semester VII may be made provisionally till such time the results of Semester VI and Semester IV/II (re-appear, if any) are declared.

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

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

10. The medium of instructions shall be English/Hindi or both in case of the B.A.:B.Ed., whereas in case of the B.Sc. B.Ed. the medium of instruction will be English only.

10.1 The medium of examination shall be as under: –

(a) The question-papers shall be set both in English and Hindi except for Science and language subjects in which these will be set as under: –

- | | |
|------------------------------------|---------------------------------|
| (i) For Sanskrit | Hindi. |
| (ii) For Hindi and Panjabi | Hindi and Panjabi respectively. |
| (iii) English and Science subjects | English. |

(b) The candidates shall write their answers: –

- (i) in English in the subject of English and Science subjects;
- (ii) in English or Hindi or Panjabi in the case of other subjects.

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

- (i) 50% in each theory paper;
- (ii) 50% in each practicum/practical examination and School Internship;
- (iii) 50% in aggregate of Sessional and examination for each theory and Practical paper;

11.2 A candidate who fails in an examination shall be exempted from re-appearing in the paper(s)/practical(s) in which he/she has obtained at least 50% marks as indicated in (i), (ii) and (iii) above. Such candidates will not be required to repeat the sessional work.

11.3 The candidates of Science Stream will be given “B.Sc. B.Ed. Degree” and the candidates of Humanities and Social Sciences Streams will be given “B.A. B.Ed. Degree”.

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

13. The result of candidates who have passed all the Eight semester examinations, shall be classified into divisions as under on the basis of the aggregate marks obtained in the First, Second, Third, Fourth, Fifth, Sixth, Seventh and Eighth Semester examinations taken together, and the division obtained by the candidate will be stated in the degree: –

- | | |
|--|-----------------------|
| (a) Those who obtain 60 % or more marks | First Division. |
| (b) Those who obtain 50% or more
but less than 60% marks | Second Division. |
| (c) Candidates who pass all the eight semester examinations in first attempt and within minimum duration of the course after obtaining 75% or more marks of the total aggregate shall be declared to have passed with ‘Distinction’. | |

14.1 A person who has already passed B.Sc. B.Ed./B.A.B.Ed. from this University may appear in any additional teaching subject of B.Sc.B.Ed. or B.A.B.Ed. examination, as the case may be, subsequently except the subjects in which he/she has already passed the examination on submission of the prescribed Examination form and fee as prescribed by the University from time to time.

Provided that: –

- (i) In the case of a Pedagogy subject, she/he must have already passed 10+2 examination in that subject;
- (ii) In addition to the Written Paper of the Pedagogy subject, the candidate shall undergo a practical test in the Pedagogy of the additional subject taken by her/him;
- (iii) Such candidates will be required to register themselves with a B.Ed. College of this University by paying a fee of Rs.1000/- to the concerned College/Institution by 31st October of the respective session.

14.2 The minimum number of marks required to pass in the additional subject shall be as indicated in clause 11.

*15. “A person who has passed a professional course and is desirous of improving his/her performance/Grade, may be allowed to appear as an ex-student in the concerned examination thrice in one or more theory paper(s) of all/any Semester(s)/annual examination, within a period of five years of his/her passing the relevant examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance/Grade. He/she will then appear in the respective paper(s) of the concerned semester/year examination, simultaneously with regular/re-appear examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the semester/annual examinations. The fact that the candidate has improved the performance shall be mentioned in the Detailed-Marks-Card.

Provided that the candidate(s) applying for improvement will take the examination according to the current Syllabus applicable for the regular students”.

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

.....

* Added vide Executive Council Resolution No. 20(5) of 30.12.2022, w.e.f. the session 2021-22.

***ORDINANCE - MASTER OF PHYSICAL EDUCATION (M.P.Ed.) (EXAMINATION)**
(Under Choice Based Credit System)

(w.e.f. the session 2019-20)

1.1 The duration of the course leading to the award of Master of Physical Education (M.P.Ed.) Degree shall be two academic years, comprising of four semesters. Each academic year shall be divided into two semesters i.e. Semester–I/III (July to December) and Semester – II/IV (January to May/June).

1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in December/January and for the Second and Fourth Semesters in May/June.

▲Note: The supplementary examination for the 3rd Semester may be held alongwith OR after the 4th Semester examination and Supplementary examination for the 4th Semester may also be held alongwith OR after the 3rd Semester Examination.

1.3 The dates of examination fixed shall be notified by the Controller of Examinations to all concerned courses/departments.

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

3. A person who has passed one of the following examinations from this University or any other examination recognized as equivalent thereto shall be eligible to join First semester of the course:

(i) Educational Qualification: B.Sc. (Physical Education, Health Education & Sports) with at least 50% marks in aggregate.

OR

Bachelor of Physical Education (B.P.Ed.) with at least 50% marks in aggregate.

(ii) Physical Efficiency Test: All the eligible candidates will be required to qualify the Physical Efficiency Test (PET). However, the criteria and the specifications of the individual events of the Canadian Test will be decided by the Department of Physical Education, Kurukshetra University, Kurukshetra.

Note: Married female selected candidates will have to submit a certificate from RMO/MO of the University Health Centre that she is not in family way, along with an undertaking that if during the course of study, it is found that she is in family way, her admission would be liable to be cancelled IPSO-FACTO and all dues paid by her shall be forfeited.

4. A person who has passed M.P.Ed. First and Second Semester Examinations of this University, shall be eligible to join Third Semester Class of M.P.Ed. Course. This is, however, subject to the provisions made under Clause 9 below.

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

* Approved vide Executive Council Resolution No. 36(38) of 20.03.2021

▲ Added vide Executive Council Resolution No. 6(17) of 19.07.2024.

5.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

5.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant Scheme of Examination.

5.3 Credits of a course will be evaluated as under:-

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses/Practical/Field Work.

6. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of Class tests; Seminar; Attendance etc and End-Term Examination at the end of each Semester. The distribution of the weightage will be as per Scheme of Examination.

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

- (a) Written Papers;
- (b) Practical Examination;

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

For Theory Papers:

- (i) One test/Seminar : 50% marks for each paper (10 marks)
- (ii) One Class test : 25% marks (one period duration) (5 marks)
- (iii) Attendance : 25% marks (5 marks)

Marks for Attendance will be given as under:

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

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

6.3 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department/Principal of the College concerned shall be forwarded to the Examinations Branch invariably within 20 days after the completion of the relevant Semester examination. Thereafter, a late fee,

as prescribed by the University from time to time, shall be charged from the Department/College/Institute concerned.

6.4 The Chairperson/ Director/Principal of the Department/Institute/College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University up to six months from the date of declaration of the concerned semester result.

7.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who:

- (a) has passed the requisite qualifying examination as laid down in Clause 3, if he/she is a candidate for the First Semester Examination or is covered under Clause 4 or 9
- (b) has his/her examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates:
 - (i) of good character
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, tutorials etc. in each semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s) will be detained by the Department/College concerned to take the external examination in the said paper(s) unless he/she repeats the course in the paper(s) concerned and obtains the requisite percentage of lectures in that paper(s).

7.2 A deficiency in the prescribed course (Lectures/Tutorials) may be condoned by the Chairperson of the University Department/Principal of the College concerned as under:

- (a) Lectures Up to 15% of lectures delivered in each paper.
- (b) Practicals Up to 5% of total in each paper.
- (c) Tutorials Up to 15% of total conducted.

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

8. A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college, to appear/re-appear in the semester examination/paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations.

9.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester provisionally only if he/she earns exemption in at least 50% of theory papers of both the first and second semester examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, along with the Third Semester and for the remaining paper(s) of the Second Semester along with the Fourth Semester examinations simultaneously, when held.

9.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

9.3 A candidate who fails to pass all the four semester examinations within four years of his/her admission to M.P.Ed. Course shall be deemed to be unfit for this programme. The bar shall not apply to a candidate appearing to avail the extra chance in the Fourth Semester examination, provided the extra chance is availed next to the last admissible normal chance under Clause 8 above.

10. The amount of examination fee to be paid by a candidate for each Semester shall be as prescribed by the University from time to time. A candidate, who re-appears in one or more paper(s)/Semester(s) for the purpose of passing/improvement of division/result, shall pay fee as for the whole examination.

11. The medium of instruction for M.P.Ed. course shall be English/Hindi.

The medium of examination shall be as under:

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

12. The minimum number of marks required to pass the examination in each semester shall be as under:

- (i) 40% in each paper (Written and Practical separately), i.e. letter Grade 'P'
- (ii) 40% in Dissertation;
- (iii) 40% in the aggregate of internal assessment and Major Test (End Semester Examination) for each written paper i.e. letter Grade 'P' in each course.
- (iv) 40% in aggregate of each Semester viz., I/II/III/IV.

While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s) and/or Practical(s) in which he/she has obtained atleast Grade 'P'(40% marks).

13.1 A candidate opting for Dissertation as an optional subject in M.P.Ed. IVth semester, shall submit his/her Synopsis and get the topic of Dissertation approved from the Departmental Research Advisory Committee (DRAC).

13.2 The candidate offering dissertation must submit his/her dissertation not less than one week before the commencement of the IVth Semester Examination. However, after expiry of above date the extension in the date shall be permissible with penalty as laid down in the General Rules for Examinations.

If a candidate fails to submit the Dissertation even during the extended period, he will be considered to have absented in the Dissertation paper and his/her result shall be declared accordingly.

13.3 The dissertation is evaluated by the External Examiner.

13.4 The marks obtained by him/her for the Dissertation shall be taken into account when he/she appear in any future examination for the purpose of passing therein or for improving the performance/result.

14. Award of Grade 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. The combined marks obtained by a student in various components of evaluation of a course shall be converted into a regular letter grades with their equivalent grade point as specified below:

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 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 mark 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 course 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

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

16. The list of successful candidates of Fourth Semester examination shall be arranged, as under, on the basis of the Cumulative Grade Point Average (CGPA) obtained in the overall in the Four Semesters i.e. First, Second, Third and Fourth Semester examinations taken together, and the CGPA obtained by the candidate will be stated in the Degree (along with the name of the Department).

17.1 A person who has passed the Master of Physical Education (M.P.Ed.) Examination of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student in the M.P.Ed. Examination thrice in one or more theory paper(s) of all the four semester examinations within a period of five years of his/her passing the M.P.Ed. Examination. Such a candidate, in the first instance, shall be required to intimate all the paper(s) in which he/she would like to improve his/her performance. He/she will then appear in the respective paper(s) of the semester examination, simultaneously in December/May. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

17.2 The result of such a candidate shall be declared only if he/she improves his/her performance in the aggregate of all the four semesters examinations by taking into account the marks obtained by him/her in

the paper(s) in which he/she re-appeared and the marks obtained by him/her earlier in the remaining paper(s) etc., whichever are higher. The fact that the candidate has improved the performance shall be mentioned in the DMC.

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance.

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

***ORDINANCE-BACHELOR OF EDUCATION IN SPECIAL EDUCATION (VISUAL IMPAIRMENT) {B. ED. SPL.ED.(V.I.)} (2-Year) (REGULAR PROGRAM) EXAMINATION (SEMESTER SYSTEM)**

(Under Choice Based Credit System)

(w.e.f. the academic session 2020-21)

1.1 The duration of the program leading to the award of Bachelor of Education in Special Education (Visual Impairment) (B.Ed. Spl. Ed. (V.I.) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Main as well as Supplementary examinations for the first and third semesters shall be held in December/January and for the second and fourth semesters in May/June.

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

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

3 A person who has passed B.A./B.Sc/B.Com. or Bachelor degree in any discipline (With any two pedagogical core subjects that are taught at school level) with minimum 50% marks (47.50% marks in case of SC/ST/Differently abled candidates) from this University or any other University recognized as equivalent thereto shall be eligible to join first semester of the programme.

4 No one who is in employment (Whole-time, Part-time or Honorary Services, shall be allowed to join B.Ed (Spl.Ed.) (V.I.) program without taking leave from his/her institution/office etc. from the date of commencement of the Academic Session to the conclusion of his/her final examination and submission of 'No Objection' from his/her employer.

5 A person who has passed B.Ed (Spl. Ed.) (Visual Impairment) First and Second Semester Examinations from this University, shall be eligible to join Third Semester Class. This is, however, subject to the provisions made under Clause 9 below.

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

7.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

7.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination

* Approved vide Executive Council Resolution No. 33(18) of 29.10.2021

and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant Scheme of Examination.

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

- (a) Written Courses;
- (b) Practical Examinations;
- (c) Internship.

8.1 20% marks in each Paper/Practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers

- (i) One Test/Seminar for each paper : 50% marks
(one hour duration)
- (ii) One Assignment : 25% marks
- (iii) Attendance : 25% marks

For Practicals:

- (i) Test/Viva : 50% marks
Sessional for each Practical paper
- (ii) One Class test : 25% marks
(one hour duration)
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under:

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

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

8.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department/Principal of the Institute concerned shall be forwarded to the Examinations Branch invariably within 20 days after the commencement of the relevant Semester examination. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/College/Institute concerned.

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

9. A person who possesses the qualifications as laid down in Clause 3 or 5, as the case may be, has been on the rolls of University Department/College recognized for B.Ed. (Spl. Ed.) (V.I.) program during the academic year preceding the examination, and produces the following certificates, duly signed by the

Chairperson of the Department/Principal of the College concerned, shall be eligible to appear in the examination: -

- (i) of good character;
- (ii) of having undergone the Course of Training for the Degree of Bachelor of Education (Special Education) (V.I.) for both academic years at the Department of Education;
- (iii) of having attended, not less than 80% of the full course of lectures delivered in each subject, 90% for all practicals and 100% for school internship (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any course(s)/ practical and/or has not obtained pass marks in the internal assessment will be detained by the Department/ College concerned to take the external examination in the said course(s)/ practical(s) unless he/she repeats the program in the course(s) concerned and obtains the requisite percentage of lectures in that course(s)/ practical(s).

9.1 A deficiency in the prescribed course(Lectures/Practicals/Internship) may be condoned by the Chairperson of the University Department/Principal of the College concerned upto 15% on genuine grounds only.

10. A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the College concerned, to appear/re-appear in the semester examination/Course(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations.

10.1 A candidate who has appeared and failed in one or more course(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of the Theory courses of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the course(s) of the first Semester along with the Third Semester and for the remaining course(s) of the Second Semester along with Fourth Semester Examinations simultaneously, when held.

10.2 A candidate who fails to pass in any semester examinations even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the **department/college** whenever the relevant course(s) is/are offered in the future.

- ♦11. Award of Grades and the corresponding grade points should be Absolute marks as under. The Conversion factor 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	56-64
B (Average)	6	51-55
P (Pass)	5	50
F (Fail)	0	Less than 50
Ab	0	Absent

Note: (1) A candidate eligible to take the examination obtaining Grade F or Ab will be considered to have failed in the examination/course(s). Such a candidate will be required to reappear in that

♦ Amended vide Executive Council Resolution No.20(22) dated 30.12.2022 w.e.f. 2020-21.

examination/course (s) within the permissible chances given in the concerned Ordinance for obtaining pass grade.

- (2) A candidate who has not obtained pass marks in internal assessment, will not be allowed to appear in the External examination (Semester end). Such a candidate will also be awarded Grade 'F' and will have to appear for minor tests and obtain pass marks in internal assessment in subsequent (odd/even) semesters. Passing in internal and external examination separately is essential.
- (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.

12. A candidate who fails to pass all the four Semesters examinations within three years of his/her admission to B.Ed. (Spl. Ed.) (Visual Impairment) program shall be deemed to be unfit for the program.

The bar shall not apply to a candidate appearing to avail the additional chance in the Fourth Semester Examination, provided the additional chance is availed next to the last admissible normal chance under Clause 10 above.

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

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

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

15.1 The minimum number of marks required to pass the Examination in each Semester shall be as under:

- (i) Grade 'P' in each Written Course;
- (ii) Grade 'P' in each Practical examination and School Internship;
- (iii) Grade 'P' in the aggregate of Sessional and examination for each theory and Practical Subject.

15.2 A candidate who fails in an examination shall be exempted from re-appearing in the course(s)/practical(s) in which he/she has obtained at least Grade 'P' as indicated in (i), (ii) and (iii) above. Such candidates will not be required to repeat the sessional work.

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

17. The list of successful candidates of Fourth Semester Examinations shall be arranged on the basis of the grade point obtained in the First, Second, Third and Fourth Semester Examinations taken together, and the Cumulative Grade Point Average (CGPA)/ Letter Grade obtained by the candidate will be stated in the Degree.

♦ 18. A person who has already passed the Examination for Bachelor of Education (B.Ed.)/ for Bachelor of Special Education (V.I.) as per NCTE/RCI may appear in one/two additional teaching subject(s) of B.Ed./Bachelor of Special Education (V.I.) examination subsequently except the subjects in which he/she

♦ Added vide Executive Council Resolution No. 73(14) dated 25.02.2025, w.e.f. session 2024-25.

has already passed the examination on submission of the prescribed Examination form and fee as notified by the University from time to time, if otherwise eligible, as per prevailing Ordinance and Scheme/Syllabi.

Provided that: –

- (i) in the case of a Pedagogy subject, she/he must have already passed the degree examination in that subject;
- (ii) in addition to the Written Paper of the Pedagogy subject, the candidate shall undergo a practical test in the Pedagogy of the additional subject taken by her/him;
- (iii) Such candidates will be required to register themselves with any B.Ed. College of this University by paying a fee of Rs.2000/- to the concerned College/Institution by 31st October of the respective session and attach the teaching practice certificate issued by the college with the examination form.

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

***ORDINANCE– MASTER OF SCIENCE TECHNOLOGY (M.Sc.Tech.) IN APPLIED GEOPHYSICS EXAMINATION (UNDER CHOICE BASED CREDIT BASED SYSTEM/LOCF)**

(w.e.f. the academic session 2020-21)

1.1 The duration of the course leading to the Degree of Master of Science Technology (M.Sc.Tech.) in Applied Geophysics shall be three academic years, comprising of Six Semesters. Each academic year shall be divided into two Semesters, i.e. July to November / December and January to May / June. All tests i.e Minor Tests as well as Major Tests (End-Term Examination) will be set, conducted and evaluated by the Department of Geophysics.

1.2 The End Term Examination (Major Tests) for the odd Semesters shall ordinarily be held in the month of December/ January and for the even Semesters in the month of May/June on the dates to be notified by the Chairperson of the Department.

1.3 Supplementary examinations will be held for re-appear candidates as under, on the dates to be notified by the Chairperson of the Department:-

Semester	When held
(a) First Semester	Alongwith the Third Semester
(b) Second Semester	Alongwith the Fourth Semester
(c) Third & Fifth Semester	Alongwith or after the Fourth Semester
(d) Fourth & Sixth Semester	Alongwith or after the Third Semester

2. The last date(s) by which the admission Examination forms and fees must reach the office of the Department shall be as per schedule at Appendix-I in K. U. Cal Vol. II. The Chairperson of the Department will send copies of the Examination forms to the Examination Branch.

3. A student seeking admission to M.Sc.Tech. in Applied Geophysics course should possess the following qualifications:-

B. Sc. With Physics and Mathematics as two of the main subjects and at least 50% marks in aggregate.

OR

B. Sc. (Hons.) in Physics with Mathematics at subsidiary level and at least 50% marks in aggregate.

OR

B. Sc. (Hons) in Mathematics with Physics at subsidiary level and at least 50% marks in aggregate.

OR

B. Sc. (Hons) in Electronics with Physics and Mathematics at subsidiary level and at least 50% marks in aggregate.

4.1 The courses of study and the subjects of examination in each Semester, shall be as approved by the Academic Council from time to time.

4.2 Each academic programmer will have a certain number of credits which will reflect its weightage. A student's Performance/progress will be measured by the number of credits that he / she has completed

*Approved vide Executive Council Resolution No. 33(19) of 29.10.2021

satisfactorily. (The detailed rules /guidelines for implementation of Credit System of study and award of Grades are at Appendix-II of K.U. Cal. Vol. II.).

4.3 All evaluations of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as decided by the Staff Council and /or indicated in the scheme of examination and added to get total marks secured on a 100 point scale. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree.

4.4 Credits of a course will be evaluated as under:-

- (a) For all lecture courses, one credit per lecture per week per semester will generally be adopted.
- (b) One laboratory hour per week (Semester-wise) will be assigned half credit. Course with odd numbers of laboratory hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses.

5. The total credits for M.Sc. (Tech) in Applied Geophysics First, Second, Third, Fourth, Fifth and Sixth Semesters shall be as per scheme of examination, approved by the Academic Council from time to time.

6.1 The grade awarded to a student in each course will be based on performance of the student in Sessionals (Based on two Mid Term Exams/assignment/viva-voce/workshop presentation, group discussions, quiz etc.) and End-Term Examination at the end of each Semester. The internal assessment for practical courses will be based on Lab work. Seminar delivered by the students. The distribution of the weightage will be as under-

Sessional	40%
End Term Examinations	60%

6.2 The marks of assessment/grades will be displayed on the notice board of the Department by the Chairperson before forwarding it to the Examination Branch.

6.3 The Chairperson of the Department shall forward the final awards of the students in hard and soft copy to the Examination Branch after the finalization of marks for declaration of the result and preparation of DMC.

6.4 End-Term Examination (ETE) (Major Tests) shall be open to a regular student who:

- (a) has been on the rolls of the rolls of the Department during the semester.
- (b) has his Examination form submitted in the office of the Department duly countersigned by the Chairperson of the Department concerned on the following certificates:
 - (i) of good character ;
 - (ii) of having attended not less than 75% of the lectures in each paper, seminar, case discussion, field trips, tutorials, etc. This requirement shall be fulfilled separately for each course of study. A deficiency upto 15% may be condoned by the Chairperson of the department in a very hard and deserving case. These shall also include loss of attendance due to participation in cultural and sports assignments, etc. Provided that students who participate in Inter-University Tournaments/Youth Festivals, shall be allowed additional condonation on the ground of upto 10% in each paper on a

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

7.1 The minimum percentage/grade of marks to pass the examination in each Semester shall be:

- (i) Grade 'P' in each paper (by combining the marks of internal assessment and end Term Examination). Provided that the candidate has obtained minimum grade 'P' in End Semester examination separately in theory/practical/seminar/project work/ dissertation, where prescribed.
- (ii) SGPA of 4.00 in each semester.
- (iii) Minimum CGPA of 5.00 for award of Degree.

7.2 A candidate who has failed in one or more paper(s) or fails to appear in End-Term Examination, shall be allowed two additional chances only to pass the End Term Examinations, as specified in Clause (i), subject to Clause 8 below. Such a candidate may be exempted from re-appearing in the internal assessment paper(s) in which he has obtained Grade 'P'.

8. The grading of academic performance will be as under:-

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. Pass Grade is Grade 'P' or higher grade.
 - 2. A Candidate eligible to take the examination obtaining Grade F or Ab will be considered to have failed in the examination/paper(s). Such a Candidate will be required to reappear in that examination/paper(s) within the permissible chances given in the concerned Ordinance for obtaining pass grade.
 - 3. Students detained for not fulfilling the requirement attendance shall be given 'F' grade.
 - 4. 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.

9.1 A Candidate who has passed the Semester I or II or IV or shall be eligible to join the Semester III/IV/V or VI respectively of the course. This is, however, subject to clause 9.2 and 9.3 below.

9.2 A candidate who has failed in one or more paper(s) of I and II Semester or III and IV Semester, shall be promoted provisionally to the III and V Semesters, as the case may be, only if he/she has earned exemption in the papers as mentioned below:

From Semesters I and II	If he/she has earned exemption in At least 50% papers of Semesters I and II
From Semesters III and IV To semester V	if he/she has passed all the papers of Semesters I & II and has earned Exemption in at least 50 % papers Semester III & IV.

9.3 A candidate for the M.Sc.(Tech.) in applied Geophysics degree must pass the whole course (all the six semesters) within a period of five years of his/her admission to the First Semester Class, failing which he/she will be deemed to be unfit for the course.

10. The medium of instruction and examination shall ordinarily be English except otherwise decided by the Board of studies concerned and approved by the Academic Council.

11. The amount of examination fee to be paid by a candidate for each semester shall be the same as prescribed by the University from time to time. An additional fee as prescribed by the University from time to time shall be paid the candidates in II,III,V and VI semesters towards the examination of Field reports/Dissertation.

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

12.1 **Field Trainings:** Each student is required to undergo one geological field training of 5-10 days (including journey days) and two geophysical field trainings each of 10-18 days (including journey days) as per scheme of examination. This consist of Geological mapping, visits to research institutes and organizations, field training with ONGC, CGWB, GSI Field parties and the like. Every student is required to submit two copies of written report within 15 days after the training and take a Viva-Voce test on that. The submission period may be extended for a week by the Chairperson under justified circumstances. The weightage of different components of Field Training for the purposes of evaluation of a student performance will be as follows: -

(a) Field Training	50%
(b) Field Report	25%
(c) Viva-Voce	25%

The examination of field training report and viva-voce shall be conducted jointly by internal and external examiners, as there will be no separate evaluation of the Field Training Report.

A uniform teaching load of three hours per week will be credited to the teacher concern who will take the students in the field for the duration of two weeks in the subsequent semester.

12.2 **M. Sc. (Tech.) Dissertation:** Every M. Sc. (Tech.) student is required to undertake a project in the last Semester. The Project may be an experimental investigation, field work and laboratory studies, a theoretical investigation accompanied by computation work, data processing and analysis or a combination of these. The exact nature of the project and the problem is decided during the Fifth Semester by the Chairperson of the Department in consultation with faculty members and students. After the project is completed the students will submit two copies of Dissertation based on the results obtained in his

investigation. Finally the student is expected to defend his findings as embodied in his dissertation before a Board of Examiners and take an oral examination. The dissertation shall be evaluated by the Dissertation Viva-Voce Board consisting of the following:

- (i) Chairperson of the Department or his nominee.
- (ii) One nominee of the Department Ph.D. or his nominee.
- (iii) Supervisor(s) .
- (iv) External Examiner.

The distribution of weightage for the dissertation amongst the examiners shall be as follows:-

- (a) Viva-Voce Board together : 50%
- (b) External Examiner : 25%
- (c) Supervisor(s) : 25%

The work load of 4 hours/ week will be credited to each teacher associated with dissertation work.

12.3 Seminar: In order to inculcate sense of confidence and self reliance and with a view to train the student in the art of public speaking and self expression, each student is required to deliver a talk on a particular topic during Sixth semester. The topic for the Seminar talk is selected by the students under the advice of a faculty member. This is accompanied by a write up. The student's performance in a seminar is evaluated under the following heads:-

- (a) Presentation 50%
- (b) Write up 25%
- (c) Ability to answer question 25%

Besides delivering a seminar talk a student is expected to attend all other seminars delivered by other students.

The Seminar shall be evaluated by a Committee consisting of three teachers of the department. The workload of one hour/week will be credited to each teacher associated with the evaluation of seminar.

12.4 Comprehensive Viva-Voce: At the end of Sixth Semester every student shall be required to appear for comprehensive Viva-Voce examination before a committee consisting of three teachers of the Department.

12.5 The practical examinations shall be conducted jointly by one internal and one external examiners.

13. Each successful candidate shall receive result card on having passed the semester examination.

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

TRANSITORY PROVISION:

Candidates admitted to the Master of Science Technology in Applied Geophysics under Semester System (credit based) in the academic session 2019-2020 or earlier shall be governed by the old rules.

***ORDINANCE—BACHELOR’S DEGREE COURSES (UNDER CHOICE BASED CREDIT SYSTEM) (CBCS)**

(w.e.f. Session 2020-21)

1.1 The duration of the course of instruction for award of Bachelor’s Degree, shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to June. Each semester shall spread over 90 working days. The instruction shall be imparted through regular course by the Institute/department of the University.

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

2. Definitions of Key Words :

Academic Year: Two consecutive (one odd + one even) semesters constitute one academic year.

Semester: Each semester will consist of 15-18 weeks of academic work equivalent to minimum 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.

Choice-Based Credit System (CBCS): The CBCS provides choice for students to select from the prescribed courses (core, elective, skill enhancement and generic courses).

Credit Based Semester System (CBSS): Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

Programme: An educational programme leading to the award of a degree, diploma or certificate

Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of *practical work/field work* per week.

Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

Credit Point: It is the product of grade point and number of credits for a course.

Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F

Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.

* Approved vide Executive Council Resolution No. 33(20) of 29.10.2021

Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

Course: Usually referred to, as ‘papers’ is a component of a programme. All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/tutorials/laboratory work/field work/outreach activities/project work/Vocational training/viva/seminars/term papers/ assignments/ presentations/ self-study etc. or a combination of some of these.

Core Course: A course compulsorily be studied by a candidate as a core requirement is termed as a Core course. The course designed for papers under this category aim to cover the basics that a student is expected to imbibe in that particular discipline

Elective Course: Generally, a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate’s proficiency/skill is called an Elective Course.

Discipline Specific Elective (DSE) Course: Elective course offered by the main discipline/subject of study is referred to as Discipline Specific Elective.

Dissertation/Project: An elective course designed to acquire special/advanced knowledge, such as *supplement study/support study* to a project work, and the candidate studies such a course on his own with an advisory support by a teacher/faculty member is called dissertation/project.

Generic Elective (GE) Course: An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure is called a Generic Elective.

A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice-versa and such electives be referred to as Generic Elective.

Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses are of two kinds:

Ability Enhancement Compulsory Courses (AECC): “AECC” courses are the courses based upon the content that leads to Knowledge enhancement. These are mandatory for all disciplines.

- * Environmental Studies

- * English/MIL Communication

Skill Enhancement Courses (SEC): “SEC” courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

Introducing Research Component in Under-Graduate Courses

Project work/Dissertation is considered as a special course involving application of knowledge in solving/analyzing/ exploring a *real life situation/difficult problem*. A Project/Dissertation work would be of 6 credits. A Project/Dissertation work may be given in lieu of a discipline specific elective paper.

3. Criteria for Award of Degree

An undergraduate programme degree in Humanities/Social Sciences will be awarded if a student completes 4 core papers each in two disciplines of choice (from a list of subject combinations notified by the university and offered in the institute), 4 core papers each in English and Hindi/MIL respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 2 courses each from a list of Discipline Specific Elective courses based on the two disciplines of choice selected above, respectively, and two courses from the list of Generic Electives courses (offered in the institute).

An undergraduate degree with Honors in a discipline will be awarded if a student completes 14 core papers in that discipline, 2 Ability Enhancement Compulsory Courses (AECC), minimum 2 Skill Enhancement Courses (SEC) and 4 courses from a list of Discipline Specific Elective and 6 Generic Elective courses respectively.

An undergraduate degree in vocational discipline will be awarded if a student completes 8 core papers each in that discipline, 4 core papers each in English and Hindi/MIL respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 2 papers each from a list of Discipline Specific Elective papers based on that discipline and two papers from the list of Generic Electives papers (offered in the institute).

An undergraduate Programme degree in Science disciplines will be awarded if a student completes 4 core papers each in three disciplines of choice (from a list of subject combinations notified by the university and offered in the institute), 3 Ability Enhancement

Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC) and 2 papers each from a list of Discipline Specific Elective papers based on three disciplines of choice selected above, respectively.

An undergraduate Programme degree in Home Science disciplines will be awarded if a student completes 12 core papers in the discipline, 2 Ability Enhancement

Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC) and 6 papers from a list of Discipline Specific Elective papers.

An Undergraduate programme degree in Commerce (General) will be awarded if a student completes 16 core papers in the discipline, 2 Ability Enhancement Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC) and 4 papers from a list of Discipline Specific Elective papers based on the discipline and two papers from the list of Generic Electives papers (offered in the institute).

An Undergraduate programme degree in Computer Applications will be awarded if a student completes 12 core papers in the discipline, 3 Ability Enhancement Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC) and 6 papers from a list of Discipline Specific Elective papers based on the discipline.

An Undergraduate programme degree in Tourism Management will be awarded if a student completes 4 core papers in English, 8 core papers in the discipline, 3 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 3 papers from a list of Discipline Specific Elective papers based on the discipline.

An Undergraduate programme degree in B.A. Mass Communications will be awarded if a student completes 16 core papers in the discipline, 3 Ability Enhancement Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC), 04 papers from a list of Discipline Specific Elective papers (DSE) based on the discipline and 02 papers from the list of the Generic Elective (GE) papers.

An Undergraduate programme degree in B.Sc. Programme in Multimedia/Graphics & Animation/Printing & Packaging Technology will be awarded if a student completes 16 core papers in the discipline, 3 Ability Enhancement Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC), 06 papers from a list of Discipline Specific Elective papers (DSE). 3.11. An Undergraduate programme degree in other courses running in the departments/institutes will be awarded as per scheme of the examination of the course.

4. The credit(s) for each theory paper/practical/tutorial/project/dissertation will be as per the scheme of the examination approved by the Academic Council of the university.

4.1. For the purpose of computation of work-load the following mechanism will be adopted:

i) 1 Credit = 1 Theory period of one hour duration

ii) 1 Credit = 1 Practical period of two hour duration

4.2 Institute(s) may evolve a system/policy about Extra Curricular Activities/General Interest and Hobby Courses/Sports/NCC/NSS/related courses on its own.

5. Minimum eligibility conditions for seeking admission in the following courses:-

BACHELOR OF ARTS (General/Honors/Vocational)

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

(a) For B.A.(General), B.A. (Vocational):

Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with at least 33% marks in aggregate.

(b) For B.A.(Hons.)

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

• The ITI pass outs (with English qualified as additional subject at 10+2 level) are also eligible for seeking admission in Bachelor of Arts (B.A) Examination running under Choice Based Credit system.

BACHELOR OF SCIENCE (General/Honors)

A candidate who has passed one of the following examinations with English as one of the subjects, shall be eligible to join first semester of the programme:

(a) For B.Sc.(General/Honors) (Non-Medical):

Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with at least 40% marks in aggregate in Science Group along with mathematics, physics and chemistry.

OR

Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with at least 40% marks in aggregate in Science Group along with Biology, physics, chemistry and mathematics as additional subject.

(b) For B.Sc.(General/Honors) (Medical):

Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with at least 40% marks in aggregate in Science Group along with biology, physics and chemistry.

OR

Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with at least 40% marks in aggregate in Science Group along with mathematics, physics, chemistry and biology as additional subject.

BACHELOR OF SCIENCE IN HOME SCIENCE (B.Sc. Home Science)

A woman candidate who has passed one of the following examinations with at least 40% marks in aggregate and with English as one of the subjects shall be eligible to join the First Semester of the programme:

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

OR

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

BACHELOR OF COMMERCE (B.Com.)(General)

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

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

OR

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

- The ITI pass outs (with English qualified as additional subject at 10+2 level) are also eligible for seeking admission in Bachelor of Commerce (B.Com.) examination running under Choice Based Credit system.

BACHELOR OF COMPUTER APPLICATIONS (B.C.A.)

A candidate who has passed 10+2 examination of the Board of School Education, Haryana or any other examination recognized as equivalent thereto with English as one of the subjects obtaining at least 50% marks in the aggregate shall be eligible to join First Semester of the programme.

BACHELOR OF TOURISM MANAGEMENT (B.T.M.)

A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana or an examination recognized as equivalent thereto with English as one of the subjects at least 33% marks in aggregate., shall be eligible to join First Semester of the BTM course.

BACHELOR OF ARTS (B.A.) (MASS COMMUNICATION) EXAMINATION

A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education, Haryana or an examination recognized as equivalent thereto with English as one of the subjects and with at least 50% marks in aggregate, shall be eligible to join the First Semester of the course.

BACHELOR OF SCIENCE (MULTIMEDIA/GRAPHICS & ANIMATION) EXAMINATION).

A person who has passed Senior Secondary examination (10+2 Standard) of the Board of School Education, Haryana or an examination recognized as equivalent thereto securing at least 50% marks in the aggregate (Minimum Pass marks for SC/ST candidates) with English as one of the subjects shall be eligible to seek admission in the First Semester of the relevant Course.

5.1 A candidate who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana, or equivalent examination of another University/Board obtaining may be allowed to study provisionally for the Bachelor Degree programme in I Semester Class. Such a candidate shall be allowed to clear the compartment/reappear subject before commencement of the examination of 1st semester of the concerned Bachelor degree Course of the University. If a candidate does not clear his/her compartment/reappear subject even before commencement of the 1st semester examination, his/her provisional admission to concerned Bachelor degree Course shall be cancelled *ab initio*. However, the Vice-Chancellor may relax it, in hard & exceptional cases, on the recommendations of a committee to be constituted by the Vice-Chancellor.

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

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

(a) Supplementary examination of the same year;

OR

(b) Annual Examination of the following year.

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

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

5.5 A person who has passed the Semester I and II or III and IV from this University shall be eligible to join the Semester III and V respectively of the course in Choice Based Credit system. This is, however, subject to the provisions made under clause 5.6.

5.6 Provided that in genuine cases such as transfer of parents or a candidate coming from overseas or on settlement of parents after retirement within the jurisdiction of the University (guardian, if parents are not alive), a candidate of another University who has not passed semester-I/semester II programme in system other than CBCS.

- (a) The courses studied by the candidate will be classified as core course/Ability enhancement/Skill enhancement/Discipline specific Elective course/Generic Elective according to the scheme and syllabi prescribed for that programme.
- (b) The teaching hours will be converted to credits as per rules prescribed in section 4.1.
- (c) Percent marks obtained by the student in different course will be converted to grade point as per examination and evaluation rules of this university.
- (d) The candidate will be required to complete the deficient papers in the subsequent semesters and full fill the criteria of the award of that degree as per clause 3 of the Ordinance.

EXAMINATION

6.1 Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time.

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

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

6.4 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily.

6.5 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant Scheme of Examination.

6.6 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.

7. Assessment and Evaluation: -

Each course has a certain number of credits which reflect its weightage. Credits of a course will be evaluated as under: -

- (a) For all lecture courses, one credit will be one hour teaching/tutorial per week (Semester-wise) generally.
- (b) Two laboratory hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of laboratory hours having fractional credits will be accepted. The courses having 1.5 hour Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses.

7.1 The ratio of major and minor tests evaluation will be 80:20. The grade awarded to a student in each course will be based on performance of the student in Minor Tests (class tests, assignments, attendance, viva-voce, lab. work, seminar, presentation, group discussions, quiz etc.) and Major Test at the end of each Semester. Unless otherwise provided, the distribution of the weightage will be as under OR as approved by the concerned Board of Studies and inserted in the relevant scheme of examination:-

Internal Assessment 20%

End Term Examination /Major Test 80%

All tests i.e. Minor Tests as well as Major Tests (End Term Examination) will be conducted in the University Department/ Institute. The question papers for Major Tests (End Term Examinations) will be got set, printed and evaluated by Controller of Examinations as per the recommendations of Board of Studies of Institute/Department. The press copy of the paper after setting up of question paper by the paper setter appointed through BOS will be sent to the Examination Branch for printing. 50% of the papers will be set internally & 50% externally as recommended by BOS while all the evaluation will be made internally.

7.2 The following parameters (with weightage of each) forming the basis of award of Minor Test shall be adopted.

For Theory Papers :

Class tests/assignments/seminars/presentation/group discussion/quiz	: 75%
Attendance	: 25%

For Practicals :

Class tests/Viva-voce/lab work/seminar	: 75%
Attendance and/or Assignment	: 25%

Marks for Attendance may be given as under:

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

*For students engaged in co-curricular activities of the University/Department/Institute/ authenticated medical grounds duly approved by the concerned Director/ Chairperson/ Principal.

7.3 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson of the Department/Director/Principal of the Institute concerned before forwarding it to the Examinations Branch. The Minor Tests after the evaluation will be shown to the students by respective teachers.

7.4 The Chairperson/Director/Principal of the Department/Institute shall forward the soft as well as hard copies of the final awards of the internal assessment based on minor test (best two out of three) and co-curricular activities (assignments, attendance, viva-voce, lab. work, seminar, workshop, presentation, group discussions, quiz etc.) of the students to the Examination Branch.

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

7.6 The Examination Branch will prepare and declare the grade/result and will notify.

8 The End Term examination (Major test) shall be open to a regular student who:

- (i) has been on the rolls of the Institute/Department during the Semester.
- (ii) has attended not less than 75% of the lectures in each paper, seminar, case discussion, field trips, tutorials, etc. This requirement shall be fulfilled separately for each course of study. A deficiency in the prescribed course (Lectures/Practicals) may be condoned by the Chairperson/ Director/Principal of the Department/Institute in a very hard and deserving case upto 15%.

9. (a) Unless otherwise provided in the Ordinance for relevant examination, the minimum Semester Grade Point Average (SGPA) and CGPA (Cumulative Grade Point Average) required for the award of degree is 4.00.
- (b) 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 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 for obtaining minimum pass grade.

- (2) A candidate who has not obtained pass marks in Practical examination, will also be awarded Grade 'F'. Such a candidate will have to appear for Practical examination and obtain pass marks in Practical examination.

♦ Amended vide Executive Council Resolution No.20(61) of 30.12.2022, w.e.f. 2021-22.

- (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.

10. Computation of SGPA and CGPA

The following shall be the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- (i) . The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$\text{SGPA} (S_i) = \Sigma(C_i \times G_i) / \Sigma C_i$$

Where C_i is the number of credits of the i th course and G_i is the grade point scored by the student in the i th course.

- (ii). The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme i.e.

$$\text{CGPA} = \Sigma(C_i \times S_i) / \Sigma C_i$$

where S_i is the SGPA of the i th semester and C_i is the total number of credits in that semester.

- (iii) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Illustration of Computation of SGPA and CGPA and Format for Transcripts

- (1) Computation of SGPA and CGPA

Illustration for SGPA

Course	Credit	Grade letter	Grade point	Credit Point
Course 1	3	A	8	3 X 8 = 24
Course 2	4	B+	7	4 X 7 = 28
Course 3	3	B	6	3 X 6 = 18
Course 4	3	O	10	3 X 10 = 30
Course 5	3	C	5	3 X 5 = 15
Course 6	4	B	6	4 X 6 = 24
	20			139

Thus, SGPA = 139/20= 6.95

Illustration for CGPA

Semester 1	Semester 2	Semester 3	Semester 4
Credit : 20 SGPA: 6.95	Credit : 22 SGPA: 7.85	Credit : 25 SGPA: 5.65	Credit: 26 SGPA : 6.00
Semester 5	Semester 6		
Credit : 26 SGPA: 6.30	Credit : 25 SGPA: 8.00		

$$\text{Thus CGPA} = \frac{20 \times 6.95 + 22 \times 7.85 + 25 \times 5.65 + 26 \times 6.00 + 26 \times 6.30 + 25 \times 8.00}{144} = 6.76$$

144

(2) While assigning the letter grade corresponding to the marks obtained, the fraction of 0.5 and above marks shall be rounded up to the nearest higher integer and below 0.5 shall be ignored.

(3) Transcript (Format): Based on the above recommendations on Letter grades, grade points and SGPA and CGPA, the examination branch of the University shall issue the transcript for each semester and a consolidated transcript indicating the performance in all semesters after completion of the programme.

11. General Guidelines for Award of Grades

The following are the general guidelines for the award of grades:

- (i) All evaluations of different components of course shall be done in marks for each student.
- (ii) The marks of various components shall be reduced to approved weightage (as decided by the Staff Council) and/or indicated in the scheme of teaching and examination and added to get total marks secured on a 100-point scale. The rounding off shall be done on the higher side.
- (iii) The merit list will be prepared and Gold Medal will be awarded in the examinations under CBCS to the candidates securing highest CGPA provided the candidate must have passed all the Semester Examinations at the first attempt and within minimum duration of the course. In case two candidates obtain the same CGPA then both the candidates will be awarded Gold Medal.

*12. Award of Grace Marks:

Grace Marks will be awarded according to university rules prevailing time to time as appearing in the Rules/Guidelines for Choice Based Credit System.

13.1 If a candidate has, after attending the course of studies in the department/institute and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he/she can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the department/institute. Such a candidate may in the meantime, pursue his/her studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Chairperson/Director/Principal of the department/institute concerned. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s)/ practical(s)/seminars/field training report/project work/audio video production/project/ multimedia project in which he/she has obtained pass marks.

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

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

13.3 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth semesters) within six years of his/her admission to the course, shall be required to repeat the course *de novo*. However, the Vice- chancellor may extend the period upto eight years in genuine cases.

* Amended vide Executive Council Resolution No.20(61) of 30.12.2022, w.e.f. 2021-22.

13.4 After passing Semester I and II in one stream no student shall be allowed to change stream or to change his/her subjects.

13.5 The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time. A candidate, who re-appears in one or more paper(s)/ practical(s)/Semester(s) for the purpose of passing/improvement of division/result, shall pay fee as for the whole examination.

14 The medium of instruction and examination shall be as under:

(A) For B.A. (General/ Honors/Vocational)

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

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

- (i) The medium of instruction shall be :
 - (a) English in case of Physics, Chemistry, Mathematics, Botany; Zoology and other science subjects
 - (b) English/Hindi in case of other subjects
- (ii) The question paper shall be set in English except in case of
 - i Sanskrit in which question-papers shall be set in Devnagri; and
 - ii Other languages, in which the question-papers shall be set in the language concerned.
- (iii) The candidates shall write their answers in English, except in the case of other languages in which the questions shall be set in the language concerned and the answer may be written in the language concerned.

(C) For Bachelor of Science (B.Sc.) in Home Science

- (i) The medium of instruction for shall be English/Hindi.
- (ii) The question-papers shall be set both in English and Hindi.
- (iii) The candidates shall write their answers either in English or in Hindi.

(D) For Bachelor of Commerce (B.Com.)

- (i) The medium of instruction for B.Com. Course shall be Hindi/English.
- (ii) The medium of examination shall be as under :-
 - (a) The question-papers shall be set both in English and Hindi except in the case of –

- i Sanskrit in which question-papers shall be set in Devnagri; and
- ii Other languages, in which the question-papers shall be set in the language concerned.

(iii) The candidates shall write their answers: -

- (a) in English in the case of English;
- (b) in English, Hindi, Panjabi or Urdu in the case of other subjects.

(E) For Bachelor of Computer Applications (B.C.A.)

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

(F) Bachelor of Tourism Management (B.T.M.)

- (i) The medium of instruction and examination shall be English.
- (ii) The question paper shall be set in English and Hindi
- (iii) the candidates shall write their answers in English or in Hindi except in the case of other languages in which the questions shall be set in the language concerned and the answer may be written in the language concerned.

(G) Bachelor of Arts (Mass Communication)

- (i) The medium of instruction for shall be English/Hindi.
- (ii) The question-papers shall be set both in English and Hindi.
- (iii) The candidates shall write their answers either in English or in Hindi.

(H) Bachelor of Science (Multimedia/Graphics & Animation)

The medium of instruction for shall be English/Hindi.

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

♦ 15. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

- (i) Grade 'P' in each Major Test;
- (ii) Grade 'P' in each practical examination or Dissertation or Project Report/ Training Report/Field Work or Viva-voce etc., where prescribed;
- (iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical paper.

15.1 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s)/Project/ Training/Field Work in which he/she has obtained at least Grade 'P' including Minor Test Grade, as indicated in (i), (ii) and (iii) above. Such a candidate will not be required to re-appear in Minor Test.

♦ Added vide Executive Council Resolution No.20(61) of 30.12.2022, w.e.f. 2021-22.

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

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

17. (i) A student can opt for one additional subject in Undergraduate programme degree. However, the option of additional subject/credit hours will commence from beginning of the third semester. A candidate who has passed Semester-I& II, examination of the Three-Year Degree programme in any of the streams of Arts, Science, or Commerce, under the CBCS, and desires to appear in one subject prescribed for Semester-I, II, III & IV examinations as additional subject(s) shall appear in Semester-I, II, III & IV, as the case may be, in the subject(s)/paper(s) concerned provided he/she fulfills the other conditions prescribed in the Ordinance.

(ii) (a) A candidate who has passed Bachelors' Degree of at least 3 years duration or Master's Degree of at least 2 years duration under Choice Based Credit System from this University may appear in maximum two additional subjects prescribed for the B.A./B.Sc. examination subsequently except the subjects in which he/she has already passed the examination.

(b) In the case of subject(s) having practicals, the candidate shall study that subject(s) in the recognised college of this University for all the Six Semesters (Semester I, II, III, IV, V and VI) classes for at least one Semester preceding that examination and shall produce a certificate from the Principal of the College, that she/he has completed the prescribed practicals.

(c) A candidate appearing under this clause may take I & III Semesters and II & IV Semesters examinations simultaneously in first year and then V and VI Semesters separately in the next year.

(d) Such a candidate shall submit separate examination form and fees as prescribed by the University from time to time per Semester. Subject-wise/Paper-wise result of additional paper(s) will be indicated on the Detailed Marks Card.

The institute/department will offer the additional course depending upon the availability and feasibility of the infrastructure and faculty in the concerned subject.

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

***ORDINANCE-MASTER OF SCIENCE (M.SC.)(BIO-TECHNOLOGY); M.SC.(ENGG.PHYSICS);
M.SC.(HONS.) ECONOMICS AND M.SC. (FORENSIC SCIENCE (5-YEAR
INTEGRATED COURSES) EXAMINATIONS (Semester System) (Under CBCS)
(w.e.f Session 2020-2021)**

1.1 The duration of the course of instruction for award of M.Sc. (Bio-Technology)/M.Sc.(Engg. Physics)/M.Sc.(Hons.) Economics and M.Sc. (Forensic Science) Degree shall be five academic years, comprising of ten semesters. Each semester shall spread over 90 working days. Each academic years shall be divided into two semesters i.e. July to December and January to May/June.

1.2 Examination for the First, Third, Fifth, Seventh and Ninth semesters shall be held in December/January and for the Second, Fourth, Sixth, Eighth and Tenth semesters in May/June.

2. Definitions of Key Words :

Academic Year: Two consecutive (one odd + one even) semesters constitute one academic year.

Semester: Each semester will consist of 15-18 weeks of academic work equivalent to minimum 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.

Choice-Based Credit System (CBCS): The CBCS provides choice for students to select from the prescribed courses (core, elective, skill enhancement and generic courses).

Credit Based Semester System (CBSS): Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

Programme: An educational programme leading to the award of a degree, diploma or certificate

Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of *practical work/field work* per week.

Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

Credit Point: It is the product of grade point and number of credits for a course.

Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F

Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.

* Approved vide Executive Council Resolution No. 33(20) of 29.10.2021

Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

Course: Usually referred to, as ‘papers’ is a component of a programme. All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/tutorials/laboratory work/field work/outreach activities/project work/Vocational training/viva/seminars/term papers/ assignments/ presentations/self-study etc. or a combination of some of these.

Core Course: A course compulsorily be studied by a candidate as a core requirement is termed as a Core course. The course designed for papers under this category aim to cover the basics that a student is expected to imbibe in that particular discipline

Elective Course: Generally, a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate’s proficiency/skill is called an Elective Course.

Discipline Specific Elective (DSE) Course: Elective course offered by the main discipline/subject of study is referred to as Discipline Specific Elective.

Dissertation/Project: An elective course designed to acquire special/advanced knowledge, such as *supplement study/support study* to a project work, and the candidate studies such a course on his own with an advisory support by a teacher/faculty member is called dissertation/project.

Generic Elective (GE)/Open Elective Course: An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure is called a Generic Elective/Open Elective.

A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice-versa and such electives be referred to as Generic Elective.

Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses are of two kinds:

Ability Enhancement Compulsory Courses (AECC): “AECC” courses are the courses based upon the content that leads to Knowledge enhancement. These are mandatory for all disciplines.

- * Environmental Studies

- * English/MIL Communication Functional Hindi

Skill Enhancement Courses (SEC): “SEC” courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

Introducing Research Component in Under-Graduate Courses

Project work/Dissertation is considered as a special course involving application of knowledge in solving/analyzing/ exploring a real life situation / difficult problem. A Project/Dissertation work would be of 6 credits. A Project/Dissertation work may be given in lieu of a discipline specific elective paper.

- 3 (i) The candidate who successfully complete the Five Year Integrated course will be awarded M.Sc. Bio Technology/M.Sc.(Engg. Physics)/ M.Sc.(Hons.) Economics/M.Sc. (Forensic Science) Degree, as the case may be, on the aggregate marks obtained in all the ten Semester examinations.
- (ii) The successful candidates after passing Semesters I, II, III, IV, V and VI examinations will be awarded a Graduate degree of B.Sc.(Hons.)Bio-Technology/B.Sc.(Engg. Physics)/B.Sc. Economics/ B.Sc.(Forensic Sciences), as the case may be. Provided he/she satisfies the conditions laid down for award of degree in ordinance for B.A./B.Sc./B.A.(Hons.)/B.Sc.(Hons.) etc. as the case may be.
4. The credit(s) for each theory paper/practical/tutorial/project/dissertation will be as per the scheme of the examination approved by the Academic Council of the university.

4.1. For the purpose of computation of work-load the following mechanism will be adopted:

- i) 1 Credit = 1 Theory period of one hour duration
- ii) 1 Credit = 1 Practical period of two hour duration

4.2 Institute(s) may evolve a system/policy about Extra Curricular Activities/General Interest and Hobby Courses/Sports/NCC/NSS/related courses on its own.

5. Minimum Eligibility for seeking admission in 5-Year Integrated Courses:-

A candidate shall be eligible to join First Semester of the relevant 5 year Integrated course, mentioned below, if he/she has passed one of the following examinations with English as one of the subjects and has also obtained 50% marks in aggregate:-

(i) **M.Sc.(Bio-Technology)/M.Sc. (Forensic Science):**

Senior Secondary Certificate Examination (10+2 Standard) in Science group (Medical or Non Medical) from the Board of School Education, Haryana, or any other examination recognized as equivalent thereto.

A person who has passed one of the following examination from this University or from any other recognized University shall also be eligible to join 7th semester of the M.Sc. (Forensic Science) programme under Lateral Entry Scheme:

“B.Sc. with Forensic Science as subject in all semesters of B.Sc.(Hons.) Forensic Science”

A candidate joining 7th semester of M.Sc.(Forensic Science) programme under lateral entry scheme will be governed by Ordinance for Post-graduate program of this University.

(ii) **M.Sc. (Engg. Physics):**

Senior Secondary Certificate Examination (10+2 Standard) with Physics, Chemistry and Mathematics from the Board of School Education, Haryana, or any other examination recognized as equivalent thereto;

(iii) **M.Sc. (Hons.) Economics:**

Senior Secondary Certificate Examination (10+2 Standard) with Mathematics as one of the subjects from the Board of School Education, Haryana, or any other examination recognized as equivalent thereto;

Examination

6.1 Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time.

6.2 The dates of examinations fixed under above clause shall be notified by Controller of Examination to all concerned.

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

6.4 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily.

6.5 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant Scheme of Examination.

6.6 A candidate who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

7. Assessment and Evaluation: -

Each course has a certain number of credits which reflect its weightage. Credits of a course will be evaluated as under: -

- (a) For all lecture courses, one credit will be one hour teaching/tutorial per week (Semester-wise) generally.
- (b) Two laboratory hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of laboratory hours having fractional credits will be accepted. The courses having 1.5hour Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses.

7.1 The ratio of major and minor tests evaluation will be in the range of 80:20. The grade awarded to a student in each course will be based on performance of the student in Minor Tests (best two out of three), co-curricular activities (assignments, attendance, viva-voce, lab. work, seminar, workshop, presentation, group discussions, quiz etc.) and Major Test at the end of each Semester. Unless otherwise provided, the distribution of the weightage will be as under OR as approved by the concerned Board of Studies and inserted in the relevant scheme of examination:-

Internal Assessment 20%

End Term Examination /Major Test 80%

(Modalities/guidelines for awarding Internal Assessment Marks shall be the same as already prescribed by the Executive Council from time to time and inserted in the relevant scheme of examination.)

All tests i.e. Minor Tests as well as Major Tests (End Term Examination) will be conducted in the University Department/Institute. The question papers for Major Tests (End Term Examinations) except Open Elective Paper will be got set, printed and evaluated by Controller of Examinations as per the recommendations of Board of Studies of Institute/Department. The press copy of the paper after setting up

of question paper by the paper setter appointed through BOS will be sent to the Examination Branch for printing. 50% of the papers will be set internally & 50% externally as recommended by BOS while all the evaluation will be made internally.

7.2 The following parameters (with weightage of each) forming the basis of award of Minor Test shall be adopted.

For Theory Papers :

Class tests/assignments/seminars/presentation/group discussion/quiz	: 75%
Attendance	: 25%

For Practicals :

Class tests/Viva-voce/lab work/seminar	: 75%
Attendance and/or Assignment	: 25%

Marks for Attendance may be given as under:

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

*For students engaged in co-curricular activities of the University/Department/Institute/ authenticated medical grounds duly approved by the concerned Director/Chairperson/ Principal.

7.3 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson of the Department/Director/Principal of the Institute concerned before forwarding it to the Examinations Branch. The Minor Tests after the evaluation will be shown to the students by respective teachers.

7.4 The Chairperson/Director/Principal of the Department/Institute shall forward the soft as well as hard copies of the final awards of the internal assessment based on minor test (best two out of three) and co-curricular activities (assignments, attendance, viva-voce, lab. work, seminar, workshop, presentation, group discussions, quiz etc.) of the students to the Examination Branch.

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

7.6 The Examination Branch will prepare and declare the grade/result and will notify.

8. End Term examination (Major test) shall be open to a regular student who:

- (i) has been on the rolls of the Institute/Department during the Semester.
- (ii) has attended not less than 75% of the lectures in each paper, seminar, case discussion, field trips, tutorials, etc. This requirement shall be fulfilled separately for each course of study. A deficiency in the prescribed course (Lectures/Practicals) may be condoned by the Chairperson/Director/Principal of the Department/Institute in a very hard and deserving case upto 15%.

9. (a) Unless otherwise provided in the Ordinance for relevant examination, the minimum Semester Grade Point Average (SGPA) and CGPA (Cumulative Grade Point Average) required for the award of degree is 4.00.

- (b) 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 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 **as per clause 13** for obtaining minimum pass grade.
- (2) A candidate who has not obtained pass marks in Practical examination, will also be awarded Grade 'F'. Such a candidate will have to appear for Practical examination and obtain pass marks in Practical examination.
- (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.

10. Computation of SGPA and CGPA

The following shall be the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- (i) .The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$\text{SGPA (Si)} = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

Where C_i is the number of credits of the i th course and G_i is the grade point scored by the student in the i th course.

♦ Amended vide Executive Council Resolution No.20(61) of 30.12.2022, w.e.f. 2021-22.

- (ii). The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme i.e.

$$\text{CGPA} = \Sigma(C_i \times S_i) / \Sigma C_i$$

where S_i is the SGPA of the i th semester and C_i is the total number of credits in that semester.

- (iii) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Illustration of Computation of SGPA and CGPA and Format for Transcripts

- (1) Computation of SGPA and CGPA

Illustration for SGPA

Course	Credit	Grade letter	Grade point	Credit Point
Course 1	3	A	8	3 X 8 = 24
Course 2	4	B+	7	4 X 7 = 28
Course 3	3	B	6	3 X 6 = 18
Course 4	3	O	10	3 X 10 = 30
Course 5	3	C	5	3 X 5 = 15
Course 6	4	B	6	4 X 6 = 24
	20			139

Thus, $\text{SGPA} = 139/20 = 6.95$

Illustration for CGPA

Semester 1	Semester 2	Semester 3	Semester 4
Credit : 20 SGPA: 6.95	Credit : 22 SGPA: 7.85	Credit : 25 SGPA: 5.65	Credit: 26 SGPA : 6.00
Semester 5	Semester 6		
Credit : 26 SGPA: 6.30	Credit : 25 SGPA: 8.00		

Thus $\text{CGPA} = \frac{20 \times 6.95 + 22 \times 7.85 + 25 \times 5.65 + 26 \times 6.00 + 26 \times 6.30 + 25 \times 8.00}{144} = 6.76$

- (2) While assigning the letter grade corresponding to the marks obtained, the fraction of 0.5 and above marks shall be rounded up to the nearest higher integer and below 0.5 shall be ignored.

- (3) Transcript (Format): Based on the above recommendations on Letter grades, grade points and SGPA and CGPA, the examination branch of the University shall issue the transcript for each semester and a consolidated transcript indicating the performance in all semesters after completion of the programme.

11. General Guidelines for Award of Grades

The following are the general guidelines for the award of grades:

- (i) All evaluations of different components of course shall be done in marks for each student.
- (ii) The marks of various components shall be reduced to approved weightage (as decided by the Staff Council) and/or indicated in the scheme of teaching and examination and added to get total marks secured on a 100-point scale. The rounding off shall be done on the higher side.
- (iii) The merit list will be prepared and Gold Medal will be awarded in the examinations under CBCS to the candidates securing highest CGPA provided the candidate must have passed all the Semester Examinations at the first attempt and within minimum duration of the course. In case two candidates obtain the same CGPA then both the candidates will be awarded Gold Medal.

*12. Award of Grace Marks:

Grace Marks will be awarded according to university rules prevailing time to time as appearing in the Rules/Guidelines for Choice Based Credit System.

13.1 A candidate who has complete the prescribed course of instruction in department/institute for First/Second/Third/Fourth/Fifth/Sixth/Seventh/Eighth/Ninth/Tenth semester examination, but does not appear in it, or having appeared fails, may be allowed on the recommendations of the Chairperson/Principal of the department/institute to appear/reappear in that examination, as an ex-student, without attending fresh course of instruction only twice at the subsequent semester examinations. While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s)/Practicals(s)/Viva-voce/Paper(s)/Practical(s)/Seminar/Field Training reports/Dissertation/Project Work/Audio-Video Production Project/Multimedia Project in which he has obtained pass marks.

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

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

13.3 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth, Seventh, Eight, Ninth and Tenth Semesters) within ten years of his admission to the course shall be required to repeat the relevant M.Sc. Course *de novo*.

13.4 The amount of examination fee to be paid by a candidate for each semester shall be as prescribed by the University from time to time. A candidate, who re-appear in one or more paper(s)/practical(s)/semester(s) for the purpose of passing, shall pay fees as for the whole examination.

14. (i) The medium of instruction and examination shall be English.
- (ii) The question paper shall be set in English except in case of
 - i Sanskrit
 - ii Other languages
- (iii) The candidates shall write their answers in English except in case of other languages in which the questions shall be set in language concerned and the answer may be written in language concerned.

* Amended vide Executive Council Resolution No.20(61) of 30.12.2022, w.e.f. 2021-22

*15. The minimum percentage/grade of marks to pass the examination in each Semester shall be:

- (i) Grade 'P' in each Major Test;
- (ii) Grade 'P' in each practical examination or Dissertation or Project Report/ Training Report/Field Work or Viva-voce etc., where prescribed;
- (iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical paper.

15.1 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s)/Project/ Training/Field Work in which he/she has obtained at least Grade 'P' including Minor Test Grade, as indicated in (i), (ii) and (iii) above. Such a candidate will not be required to re-appear in Minor Test.

16. A candidate who has passed six semesters/ten semesters of this programme and is desirous of improving his/her performance/result/CGPA, will be allowed within the next six semester (in case of lateral exist with B.Sc. Honours/B.Sc. degree within the next six semesters of examination of passing the Xth semester examination of M.Sc.(5-year) Integrated degree) as an ex-student in one or more theory papers of any one or two Parts, out of Part-I (Semester I & II), Part-II (Semester III & IV) Part-III (Semester V&VI), Part-IV (VII & VIII) and Part V (Semester IX and X) separately in six consecutive Semester examinations and shall pay examination fee as for the whole Semester examination in which he/she opts to appear. The result of such a candidate shall be declared only if he/she improves his/her result in the aggregate of the whole six/ten Semester examinations, by taking into account the marks obtained by him/her in the paper(s)/Semester(s) in which he/she re-appears and the marks obtained by him/her earlier in the remaining paper(s)/Semester(s) etc. In case, where there are more than one paper in any subject and the candidate appears in one or two papers of that subject, the benefit of increased marks in those papers will also be allowed for improvement of performance/result/CGPA. The fact that the candidate has improved the result shall be mentioned in the transcript.

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

17. A candidate for M.Sc.(Bio-Technology)/M.Sc.(Engg. Physics)/M.Sc.(Hons.) Economics/ M.Sc.(Forensic Science) shall, undertake independent research under the guidance of teachers from the Departments/Institutes/Colleges affiliated to this University/or other Universities, Scientists from CSIR/ICAR/National/Regional Research Laboratories/Public Sector Undertakings/Central and State Government Departments having expertise in the concerned field in the Xth semester. Every student will submit five copies of the Dissertation in the College for viva-voce latest by 31st May of the year. However, after the expiry of the above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examinations at that time.

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

* Added vide Executive Council Resolution No.20(61) of 30.12.2022, w.e.f. 2021-22.

***ORDINANCE—BACHELOR OF ARTS (B.A.) (FASHION DESIGN) EXAMINATION
(Semester System).**

(w.e.f. the session 2021-22)

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

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

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

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

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

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

4.2. A candidate who has passed B.A.(Fashion Design) Part I/Part II Examination from this University shall be eligible to join III/IV Semester of the B.A. (Fashion Design) course(s). This is, however, subject to the provisions made under clause 8.

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

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

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

* Approved vide Executive Council Resolution No. 33(28) of 29.10.2021

For Practicals

External practical assessment at semester end: 50 Marks

Marks for Attendance will be given as under:

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

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

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

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

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

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

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

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

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

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

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

The Topic and Supervisor of the Project Report, where prescribed, shall be approved by the Director of the Institute/Principal of the College concerned. The student shall be required to submit two copies of his/her Project Report 20 days prior to the Theory examination of the concerned Semester. Extension in date for submission of Project Report will be admissible as provided in the Ordinance-I- 'General Rules for Examination'.

The Project Report shall be evaluated by the External Examiner as per University Guidelines. The marks obtained by the candidate in Project Report shall be taken into account when he/ she re-appears in any future examination under Re-appear Clause.

10. The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time. A candidate, who re-appears in one or more paper(s)/Semester(s) for the purpose of passing, shall pay fee as for the whole examination.

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

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

(i) 35% in each theory paper;

(ii) 35% in each practical examination or Project Report/Training Report or Viva-Voce examination;

(iii) 35% in the aggregate of Sessional and examination for each Theory and Practical Subject

12.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 35% marks including internal assessment as indicated in (i), (ii) and (iii) above.

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

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

(a) Candidates who pass all the six Semester examinations at the first attempt and within minimum duration of the course i.e. three years, obtaining 75% or more marks of the total aggregate, shall be declared to have passed with 'Distinction'.

(b) 60% or more marksFirst Division.

(c) 50% or more but less than 60% marksSecond Division.

(d) Below 50% marksThird Division.

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

***ORDINANCE: CERTIFICATE COURSE IN JAPANESE LANGUAGE (Semester System)
(ONLINE) EXAMINATION (under Credit Based System) (w.e.f. the session 2021-22)**

1. The duration of the course of instruction for the Certificate Course in Japanese Language (Online) shall be one year consisting of two semesters.

2. The examination shall be held in the online mode twice in an academic session ordinarily in the month of December and May next year. The dates fixed under this clause shall be notified by the Controller of Examinations.

3. A person who has passed one of the following examinations, mentioned below, shall be eligible to join the Certificate course in Japanese Language (Online) Examination:

“Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education Haryana or an examination recognised as equivalent thereto/or higher examination.

4. A candidate who possesses the qualifications laid down in Clause 3 above, has been on the rolls of the Department/recognized College for the course during the academic year preceding the examination, and produces the following certificates signed by the Chairperson of the Department/Principal of College concerned, shall be eligible to appear in the examination: -

(a) of good character;

(b) of having attended not less than 75% of the full course of lectures (the course to be counted up to the day before the commencement of the examination).

5. (i) A deficiency in the prescribed lectures may be condoned by the Chairperson of the Department/Institute up to 15% in each paper on valid grounds.

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

6. A student who has completed the prescribed course, but does not appear in the examination, or, having appeared in the examination, has failed, may be allowed to appear in the examination as an ex-student for three consecutive years without attending a fresh course of instruction, on payment of examination fee as per Clause 7 below for each attempt.

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

8. The 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 otherwise approved 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.

* Approved vide Executive Council Resolution No. 20(2) of 30.12.2022.

9. The medium of instruction and examination shall be English and Japanese.
10. The minimum percentage/grade of marks to pass the examination in each semester shall be Grade P in each theory paper;
11. While re-appearing in the examination, the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least Grade P.
12. The Controller of Examinations shall publish the result of the examination four weeks after the termination of the examination or as soon as possible.
13. The grade and the corresponding grade point will be awarded to a candidate on the basis of absolute marks taken by him in all the papers/practicals 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 obtaining Grade F or Ab will be considered to have failed in the examination/paper(s). Such a student will be required to re-appear in that examination/paper(s) within the permissible chances as per clause 6 for obtaining pass grade.
- (2) A student who has not completed required percentage of lectures in a paper will also be awarded Grade 'F'. Such a student will have to repeat that paper(s) to complete the attendance requirement.

***ORDINANCE—BASIC CERTIFICATE COURSE IN JAPANESE LANGUAGE AND CULTURE
(ONLINE) EXAMINATION**

(Under Credit Based System)

(w.e.f. Session 2021-22)

-
1. The duration of the course of instruction for the Basic Certificate Course in Japanese Language and Culture (online) shall be three months consisting of 12 weeks.
 2. The oral examination shall be held in the online mode at the end of the course i.e. 12 weeks. The dates fixed under this clause shall be notified by the Controller of Examinations and communicated to the Chairperson, Department of Foreign Languages.
 3. A person who has passed one of the following examinations, mentioned below, shall be eligible to join the Basic Certificate Course in Japanese Language and Culture: -
Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education Haryana or an examination recognised as equivalent thereto/or higher examination.
 4. A person who is Haryana Govt. representative, Haryana Govt. officer, Officer of the autonomous institution in Haryana or member of a Board or Corporation of Haryana shall be eligible to join the course. Admission will be done on the basis of the candidate's hierarchy in the Government.
 5. Migration Certificate will not be required for acquiring the "Three Months Basic Certificate Course in Japanese Language and Culture."
 6. A candidate who possesses the qualifications as laid down in Clause 3 above; has been on the rolls of the Department during the period mentioned in clause 1 above and produces the certificate of good character duly countersigned by the Course Coordinator, shall be eligible to appear in the examination.
 7. A candidate who has completed the prescribed course of instructions in the Department/Institute, but does not appear in the oral examination, or, having appeared in the oral examination, has failed, may be allowed to appear in the oral examination as an ex-student for three chances without attending a fresh course of instruction, on payment of the same fee as prescribed in Clause 8 below.
 8. The amount of examination fee to be paid by a candidate shall be the same as prescribed by the Controller of Examinations from time to time.
 9. The oral 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 otherwise approved by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.
 10. The medium of instruction and examination shall be English and Japanese.
 11. The minimum number of marks required to pass the examination shall be 40% (Grade P) in the oral assessment.

* Approved vide Executive Council Resolution No. 20(2) of 30.12.2022.

12. The grade and corresponding grade point will be awarded to a candidate on the basis of Absolute marks taken by him in the oral examination. 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:-

- (i) A student eligible to take the examination, obtaining Grade F or Ab, will be considered to have failed in the oral examination. Such a student will be required to re-appear in that examination/paper (s) within the permissible chances as per clause 7 for obtaining pass grade.
13. The Controller of Examinations shall publish the result of the examination four weeks after the termination of the examination or as soon thereafter as is possible.

***ORDINANCE-BACHELOR OF PHYSICAL EDUCATION (B.P.Ed.) (2-Year)
EXAMINATION (Semester System) (Under Choice Based Credit System)**

w.e.f. the academic session 2020-21

1.1 The duration of the course leading to the award of Bachelor of Physical Education (B.P.Ed.) Degree, shall be two academic years, comprising of four semesters. Each academic year shall be divided into two semesters i.e. July to December and January to May/June.

1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in December/January and for the Second and Fourth Semesters in May/June.

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

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

3. A person who has obtained one of the following qualifications shall be eligible to join the course:

(i) Educational Qualification:

(a) Bachelor's Degree in any discipline with 50% marks and having at least participation in the Inter-College/Inter- Zonal/ District competition in Sports and Games as recognized by the AIU/IOA.

OR

(b) Bachelor's Degree in Physical Education (BPE - 3 years) with 45% marks.

OR

(c) Bachelor's Degree in any discipline with 45% marks and studied Physical Education as compulsory/elective subject,

OR

(d) Bachelor's Degree with 45% marks and having participated in National/Inter-University/State Competitions or secured 1st or 2nd or 3rd position in Inter- College/Inter-Zonal/District Competition in Sports and Games as recognized by the AIU/IOA.

OR

(e) Bachelor's Degree with participation in International competitions or secured 1st or 2nd or 3rd position in National/Inter-University competition in Sports and Games as recognized by the AIU/IOA.

OR

(f) Graduation with 45% marks and at least 3 Yr. teaching experience (for deputed in service candidates i.e. trained physical education teachers/coaches).

* Approved vide Executive Council Resolution No. 20(7) of 30.12.2022.

Note (1) Sports Certificates acquired after passing +2 examinations will be considered. Further no Sports/Games certificate will be considered for admission without its Gradation issued from the Director, Sports and Youth Welfare of the State concerned. In the case of Inter College position/Inter-university participation and AIU position Gradation/Verification Certificate issued by the Director, Sports of the University concerned can be considered. In the case of Inter College participation Verification Certificate issued by the Principal of the concerned College will be considered.

In the Sports/Games where no Gradation Certificate is being issued by the concerned State/U.T. in such cases the certificate must be verified by the concerned Director, Sports of the State/U.T. The certificate issued by the Federation alone will not be considered.

- (2) Married female selected candidates will have to submit a certificate from RMO/MO of the University Health Centre that she is not in family way, alongwith an undertaking that if during the course of study, it is found that she is in family way, her admission would be liable to be cancelled IPSO-FACTO and all dues paid by her shall be forfeited.

(ii) Physical Efficiency Test:

All the eligible candidates will be required to qualify the Physical Efficiency Test (PET). However, the criteria and the specifications of the individual events of the Canadian Test will be decided by the University Department of Physical Education.

4. A person who has passed B.P.Ed. First and Second Semester Examination of this University, shall be eligible to join Third Semester Class of B.P.Ed. Course. This is, however, subject to the provisions made under Clause 9 below.

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

5.1 Each Course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol. II).

5.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant Scheme of Examination.

5.3 Credits of a course will be evaluated as under: -

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.

- (b) Two laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of laboratory/Practical/Field Work hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses/Practical/Field Work.

6. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of Class tests; Seminar; Attendance etc and End-Term Examination at the end of each Semester. The distribution of the weightage will be as per Scheme of Examination.

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

- (a) Theory Papers;
- (b) Practical Examination;

6.2 20% marks in each theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination: -

For Theory Papers:

- (i) One test/Seminar : 50% marks for each paper (10 marks)
- (ii) One Class test : 25% marks (one period duration) (5 marks)
- (iii) Attendance : 25% marks (5 marks)

Marks for Attendance will be given as under:

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

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

6.3 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department/Principal of the College concerned, shall be forwarded to the Examinations Branch invariably within 20 days after the commencement of the relevant Semester examination. Thereafter, a late fee as prescribed by the University from time to time shall be charged from the Department/College/Institute concerned.

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

7.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who:

- (a) has passed the requisite qualifying examination as laid down in Clause 3, if he/she is a candidate for the First Semester Examination or is covered under Clause 4 or 9 below;

(b) has his/her examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates:

- (i) of good character;
- (ii) of having attended not less than 75% of the full course of lectures delivered in each paper, tutorials etc. in each semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s) will be detained by the Department/College concerned to take the external examination in the said paper(s) unless he/she repeats the course in the paper(s) concerned and obtains the requisite percentage of lectures in that paper(s).

7.2 A deficiency in the prescribed course (Lectures/Practicals/Tutorials) may be condoned by the Chairperson of the University Department/Principal of the College concerned as under:

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

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

8. A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college concerned, to appear/re-appear in the semester examination/paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations.

9.1 A candidate who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester provisionally only if he/she earns exemption in at least 50% of theory papers of both the first and second semester examinations taken together. Such a candidate will be allowed to re-appear for the paper(s) of the First Semester, along with the Third Semester and for the remaining paper(s) of the Second Semester along with the Fourth Semester examinations simultaneously, when held.

9.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

9.3 A candidate who fails to pass all the four semesters' examinations within four years of his/her admission to B.P.Ed. course shall be deemed to be unfit for this course.

The bar shall not apply to a candidate appearing to avail the additional chance in the Fourth Semester examination, provided the additional chance is availed next to the last admissible normal chance under Clause 8 above.

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

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

11. The medium of instruction for B.P.Ed. Course shall be English/Hindi.

The medium of examination shall be as under:

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

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

12. The minimum number of marks required to pass the examination in each semester shall be as under:

(i) Grade P in each Written paper;

(ii) Grade P in each Practical Examination;

(iii) Grade P in the aggregate of Sessionals and examination for each Paper/Practical.

While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s) and/or Practical(s) in which he/she has obtained atleast 40% marks, as prescribed in (iii) above. Such a candidate will not be required to repeat the sessional work.

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

14. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to IV 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 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 as per clause 8 for obtaining pass grade.

(2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.

(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 course 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

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

Transitory provision

Candidates admitted to the Bachelor of Physical Education (B.P.Ed.) course in the academic session 2015-16 or prior shall be governed by the old rules.

***ORDINANCE—CERTIFICATE COURSE IN BHAGVADGITA EXAMINATION**

(Under Credit based system)

(w.e.f. the session 2020-21)

1. The duration of the course of instruction for the Certificate Course in Bhagvadgita Examination shall be one year comprising of two semesters (under Credit Based System). This Course shall be in a regular mode (Evening Course).

2. The End Term examination (Major Test) for the Odd semester as well as their supplementary examinations shall be held in the month of December/January and for the Even Semester as well as their supplementary examination in the month of May/June.

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

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

5. A student who possesses the qualifications laid down in Clause 4 above, has been on the rolls of the Department/recognised College for the course during the academic year preceding the examination, and produces the following certificates signed by the Chairperson of the Department/Principal of College concerned, shall be eligible to appear in the examination: –

- (a) of good character;
- (b) of having attended not less than 75% of the full course of lectures (the course to be counted up to the day before the commencement of the examination).

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

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

7.1 A student who has completed the prescribed course 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 of instruction, on payment, on each occasion, of the same fee as prescribed in Clause 8 below.

7.2 A candidate who has failed in one paper, may be allowed to re-appear only twice in the paper(s) at the subsequent examinations.

7.3 A candidate who fails to pass the Certificate Course in Bhagvadgita examination within a period of three years of his/her admission, shall be required to pursue the course *ab initio*, if he/she is desirous to pass the course after the time limit.

* Approved vide Executive Council Resolution No. 20(8) of 30.12.2022.

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

9. The Practical/Viva-Voce Examination as prescribed in the Scheme of Examination shall be conducted by the two examiners consisting of one External and one Internal Examiner. The teachers appointed on contract basis with minimum three years' experience may also be appointed as examiners. In case the External Examiner does not turn up, the Internal Examiner may set the question papers and conduct the Practical Examination to avoid the postponement of the practical examinations and inconvenience to the students.

10. The examination shall be held according to the syllabus prescribed by the Academic Council. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

11. The medium of instruction and examination shall be English and Hindi. The candidates shall write their scripts in Hindi/English. The question papers shall be set both in Hindi and English languages.

12.1 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.

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

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

14. 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 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.

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

***ORDINANCE—DIPLOMA IN YOGA AND APPLIED PHILOSOPHY (under Credit Based System) EXAMINATION (w.e.f. Session 2020-21)**

1. The duration of the course of instruction for the Diploma in Yoga and Applied Philosophy Examination shall be one year comprising of two semesters (under Credit Based System).

2. The End Term examination (Major Test) for the Odd semester as well as their supplementary examinations shall be held in the month of December/January and for the Even Semester as well as their supplementary examination in the month of May/June.

2.1 Supplementary examination shall ordinarily be held in the month of December/January for odd semester and in May/June for the even semester, on the dates to be notified by the Controller of Examinations.

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

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

5. A student who possesses the qualifications laid down in Clause 4 above, has been on the rolls of the Department/recognised College for the course during the academic year preceding the examination, and produces the following certificates signed by the Chairperson of the Department/Principal of the College concerned shall be eligible to appear in the examination: –

(a) of good character;

(b) of having attended not less than 75% of the full course of lectures (the course to be counted up to the day before the commencement of the examination).

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

(a) Lectures : Up to 15 % of the lectures delivered in each subject/paper;

(b) Practicals : Up to 5% each subject/ paper;

(c) Tutorial Assignments : Up to 15%.

7.1 A student who has completed the prescribed course 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 of instruction, on payment, on each occasion, of the same fee as prescribed by the University from time to time.

* Approved vide Executive Council Resolution No. 20(8) of 30.12.2022.

7.2 A candidate who has failed in one paper, may be allowed to re-appear only twice in the paper(s) at the subsequent examination.

7.3 A candidate who fails to pass the Diploma in Yoga and Applied Philosophy examination within a period of three years of his/her admission, shall be required to pursue the course *ab initio*, if he/she is desirous to pass the course after the time limit.

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

9. The Practical/Viva-Voce Examination as prescribed in the Scheme of Examination shall be conducted by the two examiners consisting of one External and one Internal Examiner. The teachers appointed on contract basis with minimum three years' experience may also be appointed as examiners. In case the External Examiner does not turn up, the Internal Examiner may set the question paper and conduct the Practical Examination to avoid the postponement of the practical examinations and inconvenience to the students.

10. The examination shall be held according to the Syllabus prescribed by the Academic Council. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

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

12.1 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 or Viva-Voce examination, where prescribed;
- (iii) Grade P in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject.

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

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

14. 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 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.

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

***ORDINANCE -BACHELOR OF EDUCATION (B.Ed.-2 YEAR) EXAMINATION (ANNUAL SYSTEM) (Under CBCS/LOCF)**

(w.e.f. Session 2020-21)

1.1 The duration of the course leading to the Degree of Bachelor of Education (B.Ed.) (under Choice Based Credit System/LOCF) shall be two academic years. The examination shall be held in two parts, viz., Previous at the end of the course of First year and Final at the end of the course of Second Year.

1.2 Supplementary Examination will be held in December/January in the same year for the candidates who have re-appear in not more than 50% of the total papers of the Annual Examination i.e. four out of seven papers.

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

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

3. A person who has obtained one of the following qualifications shall be eligible for admission to First year of B.Ed. Course:

(a) Bachelor's Degree or Master's Degree in Sciences/Social Sciences/ Humanities with at least 50% marks or Bachelor's Degree in Engineering or Technology with specialization in Science and Mathematics with 55% marks or any other Examination recognized as equivalent thereto;

OR

(b) the minimum eligibility conditions and admission criteria as prescribed by the regulatory body and issued under the authority of State Government from time to time.

Note: (i) Relaxation of 5% marks in the eligibility condition will be given to SC/ST/OBC/PWD candidates and the minimum less marks against 55% and 50% shall be calculated as under:

$$55 \text{ marks} - 2.75 \text{ marks} = 52.25 \text{ marks } (5/100 \times 55 = 2.75);$$

$$50 \text{ marks} - 2.50 \text{ marks} = 47.50 \text{ marks } (5/100 \times 50 = 2.50);$$

(ii) One Year PG diploma/course in any subject will not be considered equivalent to Master's Degree.

4. No one who is in employment (Whole-time, Part-time or Honorary Service) shall be allowed to join B.Ed. Course without taking leave from his/her institution/office etc. from the date of commencement of the Academic Session to the conclusion of his/her final examination and submission of 'No Objection' from his/ her employer.

5. A person who has passed B.Ed. (Previous) Examination from this University shall be eligible to join Final Year of the B.Ed. Course. This is, however, subject to provisions made under Clause 10 below.

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

* Approved vide Executive Council Resolution No. 20(17) of 30.12.2022

take the examination as an ex-student according to the Scheme and Syllabus prescribed by the University for regular students appearing for that examination.

7.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

7.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant Scheme of Examination.

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

- (a) Written Courses;
- (b) Practical Examinations;
- (c) Internship.

8.2 20% marks in each course/Practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination: -

For Theory Courses-

- | | |
|---------------------------|----------------|
| (i) One House Examination | 25% marks (05) |
| (ii) One Assignment | 25% marks (05) |
| (iii) One Project | 25% marks (05) |
| (iv) Attendance | 25% marks (05) |

For Practicals (EPC):

- | | |
|---------------------------------------|----------------------|
| (i) Test/Viva (Internal Examination) | 50% marks (25marks) |
| (ii) Test/Viva (External Examination) | 50% marks (25 marks) |

For School Internship Programme:

- | | |
|---|--------------------------------|
| (i) Skill-in-Teaching Practical Examination (Internal) | 43% (75Marks (each Pedagogy) |
| (ii) Skill-in-Teaching Practical Examination (External) | 57% (100 Marks (each Pedagogy) |

Marks for Attendance:

- | | | |
|-----------------|---|---------|
| (1) 91% onwards | : | 5 marks |
| (2) 81% onwards | : | 4 marks |
| (3) 75% onwards | : | 3 marks |
| (4) 70% onwards | : | 2 marks |
| (5) 65% onwards | : | 1 mark |

8.3 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson of the Department/Director/Principal of the Institute concerned before forwarding it to the Examination Branch invariably within 20 days after the commencement of the relevant year. Thereafter, a late fee, as prescribed by the University from time to time shall be charged from the Department/ College/ Institute concerned. The Minor Tests after the evaluation will be shown to the students by respective teachers.

8.4 The Principal/Chairperson of the College/Institute shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University, upto the six months from the date of declaration of the result.

9. A person who possesses the qualifications as laid down in Clause 3 or 5, as the case may be, has been on the rolls of a College recognized for B.Ed. course during the academic year preceding the examination, and produces the following certificates, duly signed by the Principal of the College concerned, shall be eligible to appear in the examination: -

- (i) of good character;
- (ii) of having undergone the Course of Training for the Degree of Bachelor of Education for both academic years at a College recognized for the examination:
- (iii) of having attended not less than 80% of the full course of lectures delivered in each subject (theory and Practical's separately) (the course to be counted up to the day before the commencement of the examination) and 90% in School Internship; Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s)/ practical(s) will be detained by the College concerned to take the external examination in the said paper(s) unless he/she repeats the course in the paper(s) concerned and obtains the requisite percentage of attendance in that paper(s)/ practical(s)
- (iv) of having obtained at least 30% marks in the aggregate of all the subjects to be calculated in the combined result of the following: -
 - (a) The House Examination and Class Test to be held periodically in each Theory Paper and Practical separately;
 - (b) Having completed 4 weeks School Internship in First year and 16 weeks School Internship in Second year.

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

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

10.1 A student who has completed the prescribed course of instruction in a recognized/ maintained college for Previous/ Final Examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Principal of the College concerned, to appear/re-appear in the examination/ paper(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice subsequent to the Examination in which he was due to appear. This is, however subject to the provisions made under Clause 10.3 below. Provided that a candidate shall be allowed to be promoted from B.Ed. (Previous) to B.Ed. (Final) Class if he has got exemption in at least 50% papers (e.g.3 out of 6 papers including viva-voce) of B.Ed. (Previous). Subject to the number of chances as provided in Clause 10.3 below. such a candidate shall be allowed to appear in the remaining paper(s) of B.Ed. (Previous) alongwith the B.Ed. (Final) Examination.

Provided further that if such a candidate fails to pass the B.Ed. (Previous) Examination, his/her result for B.Ed. (Final) Examination shall be declared provisionally.

10.2 Subject to Clause 10.3 below, a candidate who has availed exhausted all the chances in terms of Clause 10.1 above and still has re-appear in one or more paper(s) of Previous or Final Examination may be allowed one extra chance to clear re-appear paper(s)/part(s) throughout the duration of the course. The candidate who has availed this chance in any of the Parts i.e. Previous or Final shall not be allowed any extra chance again for any of the remaining Parts, for any reason, whatsoever.

10.3 A candidate for the B.Ed. Examination must pass the whole examination (Previous as well as Final) within a period of four years of his/her admission to the B.Ed. course failing he/she will be deemed to be unfit for the course and shall not be further admitted to this University for such a course.

The bar shall not apply to a candidate appearing to avail the extra chance in the Final Examination, provided the extra chance is availed next to the last admissible normal chance under 10.1.

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

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

11.1. The Medium of examination shall be as under: -

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

set as under: -

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

(b) The candidates shall write their answers: -

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

12. Award of Grades and the corresponding grade points should be Absolute marks as under. The Conversion factor from AGPA/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

- 1) A candidate eligible to take the examination obtaining Grade F or Ab will be considered to have failed in the examination/Paper (s). Such a candidate will be required to reappear in that examination/paper(s) within the permissible chances as per clause 10.1 for obtaining pass marks.
- 2) A candidate who has not attended requisite percentage of lectures in a course 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 AGPA/CGPA.

13. Computation of AGPA and CGPA

The following shall be the procedure to compute the Annual Grade Point Average (AGPA) and Cumulative Grade Point Average (CGPA):

- i) The AGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student in all the courses undergone by a student, i.e.

$$AGPA (A_i) = \sum (C_i \times G_i) / \sum C_i$$

Where C_i is the number of credits of the i th course and G_i is the Grade point scored by the student in the i th course.

- ii) The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the years of a programme, i.e.

$$CGPA = \sum (C_i \times A_i) / \sum C_i$$

Where A_i is the AGPA of the i th semester and C_i is the total number of credits in that semester.

- iii) The AGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Illustration of Computation of AGPA and CGPA and Format for Transcripts:

Illustration for AGPA

Course	Credit	Grade letter	Grade Point	Credit Point
Course-1	4	A	8	$4 \times 8 = 32$
Course-2	4	B+	7	$4 \times 7 = 28$
Course-3	4	B	6	$4 \times 6 = 24$
Course-4	4	O	10	$4 \times 10 = 40$
Course-5	2	C	5	$2 \times 5 = 10$
Course-6 & 7	8	B	6	$4 \times 6 = 24$
	<u>26</u>		Total =	<u>158</u>

Thus, $AGPA = 158 / 26 = 6.08$

Illustration for CGPA

Year-1

Credit: 26

AGPA: 6.08

Year-2

Credit: 32

AGPA: 6.25

Thus, CGPA= $[34 \times 6.08 + 32 \times 6.25] / 66 = 6.16$

Transcript (Format): Based on the above recommendations on Letter Grades, Grade Points & AGPA & CGPA, The HEIs may issue the Transcripts for each year and a consolidated transcript indicating the performance in both the years.

14. General Guidelines for Award of Grades & Marks

The following are the general guidelines for the award of grades:

- (i) All evaluations of different components of course shall be done in marks for each student.
- (ii) The marks of various components shall be reduced to approved weightage (as decided by the Staff Council) and/or indicated in the scheme of teaching and examination and added to get total marks secured on a 100-point scale. The rounding off shall be done on the higher side.
- (iii) The merit list will be prepared and Gold Medal will be awarded in the examinations under CBCS to the candidates securing highest CGPA provided the candidate must have passed all the year Examinations at the first attempt and within minimum duration of the course. In case two candidates obtain the same CGPA then both the candidates will be awarded Gold Medal.

15. Award of Grace Marks:

A candidate who fails in one or more paper(s)/subject(s) (Major test/Written, Practical, Sessional/Minor test/Internal Assessment or Viva-Voce) and/or in CGPA shall be given Grace Marks up to 1% of the aggregate marks (aggregate marks excluding the marks for Minor test/Internal Assessment/Sessional(s) of the Paper(s)/subject(s) in which she/he has actually appeared in that examination, if by addition of these marks she/he can pass the examination.

The Grace Marks shall be first added to the paper(s)/subject(s); the remaining Grace marks, to the extent still necessary, shall then be added to the aggregate and the same number of marks shall be added to a subject wherever required.”

The grace marks will also be allowed, if otherwise eligible, in case the student’s CGPA in the last semester of the course improves from less than 5.00 to 5.00 or more.

However, if a candidate, after ascertaining from the Transcript/University that s/he has been given Grace Marks, represents, against the Grace Marks awarded to her/him the same shall be withdrawn and her/his result will be revised. The option once exercised shall be final. The request of the candidate for withdrawal of Grace Marks must reach the Controller of Examinations within one month of the dispatch of the Transcript by the University, after which no request will be entertained.

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

17.1 The minimum number of marks required to pass the examination in each Part shall be as under:-

- (i) Grade ‘P’ (40%) in each Written Paper:
- (ii) Grade ‘P’ (40%) in each Practical examination and School Internship
- (iii) Grade P (40%) in each sessional

- (iv) Grade 'P' (40%) in the aggregate of Sessionals and examination for each theory and Practical subject:

17.2 A candidate who fails in an examination shall be exempted from re-appearing in the paper(s)/ Practical(s) in which he/ she has obtained at least 40% marks as indicated in (i), (ii) and (iii) above. Such candidates will not be required to repeat the sessional work.

18. The list of successful candidates of Second Year Examinations shall be arranged on the basis of the grade point obtained in the First & Second Year Annual Examinations taken together, and the Cumulative Grade Point Average (CGPA)/ Letter Grade obtained by the candidate will be stated in the Degree.

♦19. A person who has already passed the Examination for Bachelor of Education (B.Ed.)/ for Bachelor of Special Education (V.I.) as per NCTE/RCI may appear in one/two additional teaching subject(s) of B.Ed./Bachelor of Special Education (V.I.) examination subsequently except the subjects in which he/she has already passed the examination on submission of the prescribed Examination form and fee as notified by the University from time to time, if otherwise eligible, as per prevailing Ordinance and Scheme/Syllabi.

Provided that: –

- (i) in the case of a Pedagogy subject, she/he must have already passed the degree examination in that subject;
- (ii) in addition to the Written Paper of the Pedagogy subject, the candidate shall undergo a practical test in the Pedagogy of the additional subject taken by her/him;
- (iii) Such candidates will be required to register themselves with any B.Ed. College of this University by paying a fee of Rs.2000/- to the concerned College/Institution by 31st October of the respective session and attach the teaching practice certificate issued by the college with the examination form.

20 The minimum number of marks required to pass in the additional subject shall be 40%.

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

Transitory Provision

Candidates admitted to the Bachelor of Education (B.Ed.) (2 Year) course prior to academic session 2020-21 shall be governed by the old rules.

♦ Amended vide Executive Council Resolution No. 73(14) dated 25.02.2025, w.e.f. session 2024-25.

***ORDINANCE**
UNDER GRADUATE PROGRAMMES in Arts/ Science/ Commerce/Computer Applications/
others (General/Honors/Honors and Research) -SEMESTER SYSTEM
UNDER LEARNING OUTCOME BASED CURRICULUM FRAMEWORK- CHOICE BASED
CREDIT SYSTEM (LOCF-CBCS) AND MULTIPLE ENTRY-EXIT FORMAT
(w.e.f. Session 2022-23)

This Ordinance is based on New Education Policy (NEP) 2020 and will be effective from the Academic Session 2022-2023.

1.1 The duration of the programme for the award of Undergraduate/ Bachelor's Degree in area (Arts/ Science/ Commerce/Computer Applications/ others-with/ without Honours) shall be three academic years and for Undergraduate Degree in subject (Research with Honours) shall be four academic years. Each year shall be divided into two semesters i.e. July to November/December and January to April/May.

1.2 There shall be actual teaching for 13 to 15 weeks in each Semester excluding admission, preparation and examination days.

1.3 The students will be allowed an exit option at Level 5 after passing one year of the programme with requisite credits of internship and will be awarded a Certificate in Area (Arts/ Science/ Commerce/Computer Applications/ others). The student will also be allowed an exit option at Level 6 after passing two academic years of the programme with requisite credits of internship and will be awarded Diploma in Area (Arts/Science/Commerce/Computer Applications/Others). The student will exit at Level 7 after passing three years of the programme and will be awarded Bachelor's degree in Area (Arts/ /Science/Commerce/Computer Applications/others). Bachelor's Degree (Honours) in a subject will be awarded on passing additional requisite credits in the concerned subject at Level 7. Bachelor's Degree (Research and Honours) in a subject will be awarded at Level 8 after four years of study.

2. Key Terms

2.1 **Academic Year and Semester:** Two consecutive (one odd and one even) semesters will constitute one academic year. A semester will consist of 13-15 weeks equivalent to 90 days of academic work.

2.2 **Credit:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit means one hour of theory or one hour of tutorial or two hours of laboratory work per week for the duration of a semester (13-15 weeks). 1 Credit will carry 25 marks.

2.3 **Learning Outcome Based Curriculum Framework (LOCF):** The learning outcomes of the programme are mapped against well defined outcomes of its Courses.

2.4 **Choice-Based Credit System (CBCS):** The CBCS provides choices to students to select Interdisciplinary courses to fit their own requirements and learn at their own pace.

2.5 **Programme:** A programme leads to the award of a degree, diploma or certificate.

* Approved vide Executive Council Resolution No. 20(37) of 30.12.2022.

2.6 Course: ‘Course’ refers to the components of a programme. A course may be designed to comprise taught course/ lectures tutorials/laboratory work/field work/outreach activities/ project work/ vocational training/seminars/ internship/ map work etc. or any combination of these.

All courses need not carry the same weightage. Courses can be;

2.6.1.Core Course: A compulsorily course of a programme aimed to cover the basics of a particular discipline/subject.

2.6.2 Elective Course: A course which can be chosen from a pool of courses and may be very specific or specialized or advanced or supportive to the discipline/subject of study. It aims at providing an extended scope or exposure to some other discipline/subject/domain and nurtures the candidate’s proficiency/skills.

2.6.3 Discipline Specific Elective (DSE) Course: Elective course offered for enhanced knowledge and skills in the major/minor specializations.

2.6.4 Generic Elective (GE) Course: An elective course from an unrelated discipline/subject for development of wider perspective.

A core course offered in a discipline/subject may be treated as Generic elective by other discipline/subject and vice versa and such electives be referred to as Generic Elective.

2.6.5 Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses are of two kinds:

(i) Ability Enhancement Compulsory Courses (AECC): “AECC” courses are the courses based upon the content that leads to Knowledge enhancement. These are mandatory for all disciplines.

1. Environment Studies

2 English/Modern Indian Languages Communication

(ii) **Skill Enhancement Courses (SEC):** SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

2.6.6. Audit courses (AC): are the courses that are evaluated as completed/not completed (C/NC).

2.6.7. Seminar: A course requiring students to participate in structured discussion/ conversation or debate focused on assigned tasks/readings, current or historical events, or shared experiences guided or led by an expert or qualified personnel in a field of learning, work/vocation or professional practice.

2.6.8 Internship: A course requiring students to participate in professional employment- related activity or work experience normally under the supervision of an employee of the training organization. A key aspect of the internship is induction into actual formal and organized work situations. Internships involves working with local industry, businesses, artists, crafts persons, educational institutions etc. for practical This will be guided learning by the faculty to mentor and monitor the progress.

2.6.9 Hobby/Activity courses (30 hours in semester)

(i). **Studio activities:** Studio activities involve engagement of students in creative or artistic activities involving visual- or aesthetic-focused experiential work.

(ii). **Workshop-based activities:** Courses involving workshop-based activities requiring engagement of students in hands-on activities related to work/vocation or professional practice.

(iii). **Community engagement and service:** Courses requiring students to participate in field-based learning/project generally under the supervision of a faculty to expose students to the socio-economic issues in society so that the theoretical learnings can be supplemented by actual life experiences to generate solutions to real-life problems.

2.6.10 Guided learning/Research Ability Enhancement Courses

(i). **Project work/Field project** is considered as a special course requiring students to participate in field-based learning/project, involving application of knowledge in solving / analyzing /exploring a real life situation / difficult problem. A Project/Field project work of 6 credits may be given in lieu of a discipline specific elective paper.

(ii). Research and thesis- Review of literature, Synopsis writing, research on synopsis, synopsis seminar, pre submission seminar and project report/Dissertation/thesis writing guided by the faculty.

2.7 Key Terms related to evaluation

2.7.1 Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

2.7.2 Credit Point: It is the product of grade point and number of credits for a course.

2.7.3 Cumulative Grade Point Average (CGPA):

It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal place

2.7.4 Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F

2.7.5 Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.7.6 Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

3. Programmes Duration and Multiple Entry and Exit Options: All programmes shall be offered as per UGC list of 'Specification of Degree' prevailing from time to time. The programme duration and options for multiple entry exit will be as per template below.

Semester	Core course(CC) @6credits Subject-1	Core course (CC)@6credits Subject -2	Core course (CC@6 credits) Subject-3	Ability enhancement compulsory course (AECC)@2credits	Skill Enhancement Course (SEC) @2-6 credits	Discipline Specific Course (DSE)@6 credits	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)@6 credits	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 credits
IV Level-6	CC-1D	CC-2D	CC-3D	GE-2* @6Credits of level 5	SEC-4 - Community Development /Personality Development /MOOC**	X	2	22+6*	
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@6 credits) 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*	

Semester	Core Courses @ 6 Credits	Research ability enhancement courses(RAEC) and thesis	Research Progression Seminars	Credits	Exit
VII Level-8	CC-1H1 and CC 1H2 (of level 7 to be completed by Graduate students without Honours)	Research Ethics @4 credits	Review of literature General Seminar @ 4 Credits	16	Graduation in Subject (Honors & Research) @ 194 credits
		Research Methodology @4 credits	Synopsis writing and Seminar @ 4 credits		
VII Level-8		Dissertation/Thesis Preparation/ Writing @ 20 Credits	Midterm seminar @ 2 Credits	24	
		Pre- submission Seminar @ 2 Credits			

* Generic Elective is optional

** MOOC course from Swayam or any other online platform

4.0 Admissions under Multiple Entry Exit

4.1 The Institute/ College shall declare total number of seats available programme and course wise each year for fresh and lateral admissions.

4.2 The Institute/college may plan the number of seats course wise according to the faculty and infrastructure available.

4.3 Pursuing more than one Undergraduate Academic Programmes simultaneously: A student can pursue one more academic programme along with the regular degree programme either in physical mode (provided the class timings do not overlap) or in Open and Distance Learning (OLD) mode.

4.4 Minimum Eligibility Conditions for Admission:

4.4.1 A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with at least 40 % marks in aggregate with English as one of the subjects, shall be eligible to join First Semester of the UG Programme (Level 5). In addition;

To opt for mathematics / Computer Science as a subject, the candidate must have passed mathematics in the qualifying exam.

To opt for Botany/ Biochemistry/ Zoology/ Biotechnology as subject the candidate must have passed Biology in the qualifying exam.

To opt for subjects Physics/ Statistics/Electronics/EEM/Geology, the candidate must have passed mathematics and physics as subjects in the qualifying exam.

To opt for chemistry as subject the candidate must have passed chemistry as subjects in qualifying exam. The ITI pass outs (with English qualified as additional subject at 10+2 level) are also eligible for seeking admission in First Semester of the UG Programme (Level 5) with Humanities/Social Science subjects. Necessary relaxation in the pass per cent will be provided for eligibility as per Haryana Government rules prevailing from time to time.

4.5 A candidate who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana, or equivalent examination of another University/Board may be allowed to study provisionally for the First Semester of the UG programme. Such a candidate shall clear the compartment/reappear subject before commencement of the examination of Ist semester of the concerned UG Programme of the University. If a candidate does not clear the compartment/reappear subject even before commencement of the Ist Semester examination, his/her provisional admission to concerned Bachelor degree Programme shall be cancelled ab initio. However, the Vice-Chancellor may relax it, in hard & exceptional cases, on the recommendations of a committee to be constituted by the Vice-Chancellor.

For such candidates the required percentage of marks for admission shall be determined by taking into account the minimum pass marks in compartment/re-appear subject.

4.6 New admissions to vacant seats at Levels 6, 7 and 8 will be provided if the candidates seeking admission have passed preceding level(s) under CBCS scheme. However this will be subject to fulfillment of other eligibility conditions.

4.7 Level 8 will be open to the students who have obtained minimum 7.5 CGPA at Level 7.

5. Subjects and courses of UG programmes

5.1 Every student will study minimum three subjects from the subjects offered in concerned college/institute. Students studying Arts will study English/Hindi/Sanskrit/Punjabi as the language subject for at least first two years of study. In third year student will drop any one of these subjects and continue with two subjects as Majors to complete the Bachelor's programme. The other subject/subjects studied till first two years will be treated as minor subject/subjects.

The students opting for Honours programme will be studying two additional courses in the third year of the study in any of the major subjects. The students of four year research and honours degree will have to complete these additional courses if not opted for honours programme earlier.

5.2. Hobby Courses/Activity courses- The number and types of these courses will be offered by the Institute/College according to the availability of faculty and infrastructure.

5.3 The internship will be governed by the prevailing rules of the university from time to time.

5.4 A student can opt for one additional Generic Elective course of level 5 and 6 from the third semester onwards provided seats are available, other conditions of eligibility of admissions in the course are met and time table allows.

(ii) A candidate who has already passed an undergraduate programme can get admission in additional course(s) provided seats are available, other conditions of eligibility of admissions in the course(s) are met and time table allows.

5.5 A candidate can opt for online courses upto 40% as per university guidelines prevailing from time to time from Swayam and other online platforms. The credits for these courses will be added for the completion of programme if transferred to university.

5.6. A student shall obtain minimum 24 credits in the concerned subject in degree programme to be eligible for admission to level 9 of post graduate programme in the concerned subject except for the PG programmes where this condition is not required as per respective ordinances.

5.7. Medium of Instruction and Examination

5.7.1 For Humanities/Social Science/Tourism/Home Science /Commerce subjects

5.7.1.1 The medium of instruction shall be Hindi/English.

5.7.1.2 The question paper shall be set in both English and Hindi, except in the case of – English, in which the questions shall be set in English.

Sanskrit, in which the questions shall be set in Sanskrit/Hindi

Other languages, in which the questions shall be set in the language concerned.

5.7.1.3 The candidates shall write their answers: (a) in English, in case of English; (b) in the language concerned, in the case of Modern Indian languages (c) English/ Hindi in the case of other subjects.

5.7.2 For Science subjects

5.7.2.1 The medium of instruction shall be English/Hindi

5.7.2.2 The question paper shall be set in English

5.7.2.3 the candidates can write their answers in English/Hindi

6. Assessment and Evaluation

6.1 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.

6.2. 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.

6.2.1 Internal assessment shall be based on clearly defined components of;

- a. Class participation (10%),
- b. Mid term exam of 2 hour duration (30 %)
- c. Assignments-presentations (10 %)

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.

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

6.2.3 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.

6.3 The Principal/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.

6.4 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.

6.5 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.

7 Eligibility for Examination

7.1. End Term examination shall be open to a regular student who:

- (i) has been on the rolls of the Institute/College during the Semester.
- (ii) has passed the requisite qualifying examination as laid down in Clause 5 above, if s/he is a candidate for the First Semester Examination or has passed the preceding Semester Examinations if s/he is a candidate for the Second/Third/Fourth/Fifth Semester Examination respectively. This is, however, subject to Clauses 8& 9;

- (iii) has attended not less than 75% of the lectures in each paper, seminar, case discussion, field trips, tutorials, etc. This requirement shall be fulfilled separately for each course of study. A deficiency in the prescribed course (Lectures/Practicals) may be condoned by the Director/Principal of the Institute/college in a very hard and deserving cases upto 10%.
- (iv) has obtained pass marks in the Internal Assessment of the course(s) of the relevant Semester.

The End Term examinations for the odd semesters i. e. First, Third, Fifth and Seven semesters shall ordinarily be held in December and for the even semesters i. e. Second, Fourth, Sixth and Eight Semesters in May/June, on such dates as may be notified by the Controller of Examinations from time to time.

7.2 Supplementary examinations will be held for Re-appear candidates as under:

Semester	When held
Odd Semester	Along with the First, Third, Fifth and Seventh Semester
Even Semester	Along with the Second, Fourth, Sixth and Eight Semester
Any Semester	Flexi exam on the request of the candidate on a special fee prescribed by the university from time to time

7.3 The last date(s) by which the examination forms shall be uploaded on the examination portal shall be as per the schedule notified by the Controller of Examinations from time to time.

8. Duration for Passing the Programme

A candidate can complete the Bachelor's degree within three years from the date of admission, Bachelor's degree (with Honours and research) within four Years, Diploma in two years and Certificate in one year. The reappear chances will be allowed as per clause 9.2.

If a student is registered on ABC, the programme can be completed within 7 years or as per the time period stipulated in the Academic Bank of Credit (ABC) for accumulation of credits from time to time. However, a candidate will be allowed to attend regular classes and stay on the campus for the minimum duration of the programme.

9. Conditions for promotion to Higher Semester and Rules for Reappear

9.1 A candidate will be allowed to join Third Semester Class only if he/she clears a minimum of 50% theory credits of the First and Second Semester examinations taken together. A candidate will be allowed to join Fifth Semester Class only if he/she clears a minimum of 50% theory credits of the First, Second, Third and Fourth Semester examinations taken together. However, such a candidate may pursue his/her studies for the next higher Semester(s) and appear in the examination(s) for the same along with the examination for the lower Semester(s).

9.2 A candidate who has completed the prescribed course(s) of a programme in the institute/college for any Semester but does not appear in the examination, or, having appeared fails, may be allowed on the recommendation of the Principal/Director of the institute/college to appear/ re-appear in the Semester Examinations/course(s) as the case may be, at the next regular examination for that Semester when such examination(s) are held, without attending the course(s) again as an ex-student only twice .

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

9.3 A candidate will be allowed to join Seventh Semester Class only if he/she clears all courses of preceding semesters with a CGPA of 7.5. However, this will be subject to the availability of Graduate research seats in the fourth year of the programme. These seats will be computed based on regular PhD holder teachers in the subject. A teacher can guide a maximum of five undergraduate research students at a time.

9.4 A candidate, whose result is declared late for no fault of his, may be permitted provisionally to attend classes of the next higher Semester at his own risk and responsibility, subject to his passing the concerned Semester Examination. In such a case, the lectures will be counted from the date a candidate starts attending classes. In case a candidate fails to pass the concerned Semester Examination his/her attendance/Internal Assessment in the next higher Semester in which he/she was allowed to attend classes provisionally shall stand cancelled.

10. Internship

The candidate(s) for the undergraduate programme shall be required to undergo 10 weeks of Internship (10 credits) after the Second semester examination (for the candidates opting to exit with certificate in area) /Fourth Semester (for all) examination as approved by the Principal/Director of the College/Institute. The 10 weeks internship will involve eight weeks of on the job immersion and two weeks of guided report preparation. A copy of this report shall be submitted (hard copy and soft copy in PDF) to the college/institute within 30 days after the completion of training. The evaluation of the Internship shall be done jointly by a panel of two Examiners (External and Internal) on the basis of the report and Viva-Voce based on the Evaluation rubrics in Annexure 1. The report and viva voce shall carry equal weightage.

11 Research thesis

11.1 A student of fourth-year Bachelor will be required to work on the thesis. A student shall submit a request on a research area within one month of commencement of the seventh semester. The staff council of the college/department shall allot a teacher as a guide for assisting in the development of synopsis and further progression. . The synopsis of the research shall be approved by the Staff Council on the recommendation of the guide in the seventh semester. Only a full time regular/contractual teacher with Ph D can act as a guide.

11.2 Each college/institute shall develop a mechanism and schedule for different seminars of graduate research students. It is to be ensured that research competencies are cultured to enable students to pursue doctoral work after completion of the course.

11.3 The candidate shall be required to submit one copy of his/her thesis (hard copy and soft copy in PDF) to the college/institute by end of the June of the concerned year. The late submission can be allowed with late fees as decided by the university from time to time. The research thesis shall be evaluated by an external examiner on the basis of the thesis and open viva-voce based on the Evaluation rubrics in Annexure 1. The report and viva voce shall carry equal weightage.

11.4 A successful candidate may publish original results of the Training/Survey/Project Reports/Thesis as a paper, in a Journal of repute if permitted by the Research Guide of the student.

12. Examinations and Result

12.1 The question papers shall be set and the answer books shall be examined by the External/Internal paper-setter (s) as the case may be.

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

12.3 The Controller of Examinations shall publish a list of candidates who have passed the Semester Examination at an early date.

12.4 Unless otherwise provided in the Ordinance for relevant examination, the minimum Semester Grade Point Average (SGPA) and CGPA (Cumulative Grade Point Average) required for the continuation of registration and the award of the degree is 4.00.

12.5 The Examination Branch will prepare and declare the grade/ result and will notify.

12.6 If a candidate is not able to pass any semester examination during his regular studies in programme, his pass credits will be accumulated on the academic Bank of credits (ABC) and he can pass the deficient courses any time with in 7 years or as stipulated in the academic bank of credits from time to time.

12.7 A candidate, who discontinues his/her studies at any point of time may be permitted to join the remaining studies and complete balance credits as per Clause 4.

12.8 Award of Grades

Award of grades and the corresponding grade points will 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 have failed in the examination/course(s). Such a candidate will be required to re-appear in that examination/course(s) within the permissible chances given in the concerned Ordinance for obtaining a pass grade.

- (2) A candidate who has not obtained pass marks in Internal Assessment, will also be awarded Grade 'F'. Such a candidate will have to appear again in Mid Term Examination/Assignments-presentations and obtain pass marks in Internal Assessment.
- (3) If 'F'/'Ab' Grade is awarded to a candidate in a major project, he/she will get only one more chance to repeat the project work at the end of the next Semester. However, if a candidate still gets 'F'/'Ab' Grade in a major project, the same will not be eligible for the award of a 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.

12.9 Computation of SGPA and CGPA

The following shall be the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- (i) . The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e.

$$\text{SGPA} (S_i) = \Sigma(C_i \times G_i) / \Sigma C_i$$

Where C_i is the number of credits of the i th course and G_i is the grade point scored by the student in the i th course.

- (ii). The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$\text{CGPA} = \Sigma(C_i \times S_i) / \Sigma C_i$$

where S_i is the SGPA of the i th semester and C_i is the total number of credits in that semester.

- (iii) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.
- (iv) While assigning the letter grade corresponding to the marks obtained, the fraction of 0.5 and above marks shall be rounded up to the nearest higher integer and below 0.5 shall be ignored.
- (v) Transcript (Format): Based on the above recommendations on Letter grades, grade points and SGPA and CGPA, the examination branch of the University may issue the transcript for each semester and a consolidated transcript indicating the performance in all semesters after completion of the programme.
- (vi) The merit list will be prepared and Gold Medal will be awarded in the examinations under CBCS to the candidates securing highest CGPA provided the candidate must have passed

all the Semester Examinations at the first attempt and within minimum duration of the course. In case two candidates obtain the same CGPA then both the candidates will be awarded Gold Medal.

13. Improvement

A candidate who has passed the Bachelor programme is allowed to improve their result by appearing in the scheduled semester examination(s) according to the rules and syllabus prevailing at that time as an ex-student at the fees prescribed by the university from time to time. A candidate is allowed to make repeat attempts within 7 years of passing the programme or as per the time period stipulated in the Academic Bank of Credit (ABC) scheme for accumulation of credits from time to time if registered with.

14. Award of Grace Marks

Grace marks will be awarded according to university rules prevailing time to time.

15 The Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

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
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
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 and 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 and application of research
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Template

Learning Outcome-based evaluation – (Name of the Course)

Number of Credits

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])				
	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)	Aggregated (Marks between 0- 100)
	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on

***ORDINANCE**
MASTER OF SCIENCE (INTEGRATED) (SEMESTER SYSTEM)
UNDER LEARNING OUTCOME BASED CURRICULUM FRAMEWORK- CHOICE
BASED CREDIT SYSTEM (LOCF-CBCS) AND MULTIPLE ENTRY-EXIT FORMAT

(w. e. f. Session 2022-23 only)

This Ordinance is based on National Education Policy (NEP) 2020 and will be effective from the Academic Session 2022-2023.

1.1 The duration of the Level 9 programme for the award of degree of Master of Science (Integrated) will be five academic years. Each year shall be divided into two semesters i.e., July to November/December and January to April/May.

1.2 There shall be actual teaching for a minimum of 13-15 weeks (90 days) in each Semester excluding admission, preparation and examination days.

1.3 The students will be allowed an exit option at Level 5, Level 6, Level 7 and Level 8 after passing one year, two years, three years and four years of the above said programme and will be awarded Certificate in Science, Under Graduate Diploma in Science, Bachelor in Science and Post Graduate Diploma in respective subject of study.

2. Key Terms

2.1 Academic Year and Semester: Two consecutive (one odd and one even) semesters will constitute one academic year. A semester will consist of 13-15 weeks of academic work equivalent to 90 actual teaching days.

2.2 Credit: One credit means one hour of theory or one hour of tutorial or two hours of laboratory work per week for the duration of a semester (13-15 weeks). 1 Credit will carry 25 marks.

2.3 Learning Outcome Based Curriculum Framework (LOCF): The learning outcomes of the programme are mapped against well-defined outcomes of its Courses.

2.4 Choice-Based Credit System (CBCS): The CBCS provides choices to students to select Interdisciplinary courses to fit their own requirements and learn at their own pace

2.5 Programme and Courses: A programme leads to the award of a degree, diploma or certificate. Courses are components of a programme and may include theory, practicals, seminars, internships etc.

3 Programmes Duration and Multiple Entry and Exit Options: All programmes shall be offered as per UGC list of 'Specification of Degree' prevailing from time to time. The programme duration and options for multiple entry exit will be as per template below.

* Approved vide Executive Council Resolution No. 20(37) of 30.12.2022.

Sem ester	Core Course (CC) 6crdits Subject -1	Core course (CC) @ 6 credits Subject-2	Core course (CC@ 6credits) Subject -3	Ability enhance ment compulso ry course (AECC) @2cr edits	Skill Enhancement Course (SEC) @2-6 credits	Discipline Specific Course (DSE) @6 credits	Activity/ Hob by @2 credits (Audit)	Total credits	Exit option
I Lev el-5	CC-1 A	CC-2A	CC-3A	Languag e communi cation n/Environ mental Studies	SEC-I Human Values and Ethics/Comp uter Science Level-1 @2credits	X	2	24	Certificate in Arts, Science / Commerce @58 credits
II Lev el-5	CC- 1 B	CC-2B	CC-3B	(Languag e communic ation n)/Environ mental Studies	SEC-2 Human Values and Ethics/Comp uter Science Level-1 @2credits	X	2	24	
Internship@10 credits (450 hours)after 2nd semester (only for exit option)									
Sem ester	Core course (CC) @6 credits Subject-1	Core course (CC) 6 credits Subject-2	Core course (CC @6credits Subject-3	General Elective course @ credits	Skill Enhancement Course (SEC) @2-6credits	Discipli ne Specifi c Cours e (DSE) @6cre dits	Activity/ Hob by @2 credits Audit	Total credits	Exit option
III Lev el-6	CC- IC	CC-2C	CC-3C	GE- I *@6Credit s of level 5	SEC-3- Community Development/ Personality Development/ MOOC**	X	2	22+ 6*	Diploma in Arts, Science/ Commer ce @ 102 credits
IV Ley el-6	CC-ID	CC-2D	CC-3D	GE- 2*@6Cr edits of level 5	SEC- 4 - Communit y Developme nt/ Personality Developme nt/ MOOC* *	X	2	22+ 6*	
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)@ 6 credits	Activity/Hobby/clubs@ 2 credits (Audit)	Total credits	Exit option
V Level-7	CC-IH1 subject H	X	X	GE-3' @6Credits of level 5/6	SEC-5 (Major Subject- I) @6credits	DSE-I (Major subject-1) DSE-2(Major Subject-2)	2	20 + 10 of Internship +6 H+6 *	Graduation in Arts/ Science/ Commerce @142 credits
VI Level-7	CC-1 H2 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 *	/ Honors in subject @154 credits

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

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 in lieu 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

4.0 Admissions under Multiple Entry Exit

4.1 The Institute/ College shall declare total number of seats available programme and course wise each year for fresh and lateral admissions.

4.2 The Institute/college may plan the number of seats course wise according to the faculty and infrastructure available.

4.3 Pursuing more than one Undergraduate Academic Programmes simultaneously: A student can pursue one more academic programme along with the regular degree programme either in physical mode (provided the class timings do not overlap) or in Open and Distance learning (OLD) mode.

4.4 Eligibility for Admission

4.4.1 A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with at least 40 % marks in aggregate with English as one of the subjects, shall be eligible to join First Semester of the M.Sc.(Integrated) Programme (Level 5). In addition;

- (i) For MSc (Integrated) Biotechnology, the candidate must have passed Biology in the qualifying exam.
- (ii) For MSc (Integrated) Economics the candidate must have passed Mathematics in the qualifying exam.
- (iii) For MSc (Integrated) Engineering Physics the candidate must have passed mathematics and physics as subjects in the qualifying exam.

4.4.2 A student who has passed Bachelor's Degree with Biotechnology for M.Sc (Integrated) Biotechnology, Physics for M.Sc (Integrated) Engineering Physics, Economics for M.Sc (Integrated) Economics, as major subject from this University or equivalent degree recognised by the Kurukshetra University shall be eligible to join the seventh Semester of the Programme.

4.4.3 A student who has passed four years Bachelor's degree in Research/Honours in respective subject from this University or equivalent degree recognised by the Kurukshetra University shall be eligible to join the Ninth Semester of the Programme.

4.4.4 A student holding Postgraduate diploma (of minimum one-year duration) in respective subject from

this University or equivalent degree recognised by Kurukshetra University shall also be eligible to join the ninth Semester of the programmes.

5. Subjects and Courses

5.1 Rules of Subjects and courses of UG programmes will be applicable upto 6th semester of M.Sc. (Integrated) programmes.

5.2 The Institute can offer any Course of M.Sc (Integrated) as a Short-Term Value Added Course. The seats, mode of admission and fees for the same shall be separately decided by the institute.

6. Assessment & Evaluation

6.1 Every candidate shall be examined in the courses as laid down in the Scheme of Examination and Syllabus prescribed by the Academic Council from time to time through a system of Comprehensive Continuous Assessment (CCA) using a mix of Internal and External evaluation. The Internal and External Assessment for different courses of the programme shall carry a weightage of 50 % each except for the courses where a different weightage is specifically provided in the syllabus.

6.1.1 Internal assessment shall have 50% weightage based on the following clearly defined components:

- (i) Class Participation 10%
- (ii) Mid-term exam 25 % (of Two Hours Duration)
- (iii) Assignments-presentations 15 %

6.1.2 External assessment i.e. remaining 50 % of total assessment will be based on End Term Semester Examinations of 3 hours duration for each course.

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

6.2 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 per cent.

6.3 The Principal of the Institute shall ensure the uploading of Internal Assessment marks on the examination portal as notified by the Controller of Examinations at least one week before the commencement of the End term Semester Examinations.

6.4 The marks obtained by a candidate for the Internal Assessment/Field Survey/Training Reports/Dissertation shall be carried forward if s(he) is permitted to re-appear for the purpose of passing the examination.

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

7. Eligibility for Examinations

7.1 The End Term Examination shall be open to a regular student who:

- (a) has passed the requisite qualifying examination as laid down in Clause 5 above, if s/he is a candidate for the First Semester Examination, or has passed the preceding Semester Examination if s/he is a candidate for the Second/Third/Fourth/Fifth/Sixth/Seventh/ Eighth/Ninth Semester Examination respectively. This is, however, subject to Clauses 7 & 8;
- (b) has been on the rolls of the Institute during both semesters preceding the Examination;
- (c) has attended not less than 75% of lectures in each course. This requirement shall be fulfilled separately, for each course. The lectures are to be counted as per notified teaching schedule that can extend up to the day before the commencement of examinations. A deficiency of up to 10% in each paper may be condoned by the Principal of the Institute on sufficient grounds.

- (d) has obtained pass marks in the Internal Assessment of the course(s) of the relevant Semester.

Note: A candidate who has not attended the requisite percentage of lectures or has not obtained pass marks in the Internal Assessment(40%) for any course(s) will not be eligible to take the examination in the concerned course(s) only.

7.2 The examinations for the odd semesters i. e. First, Third, Fifth, Seventh, Ninth semesters shall ordinarily be held in the month of December and for the even semesters i. e. Second, Fourth, Sixth, Eighth, Tenth Semesters in May/June, on such dates as may be notified by the Controller of Examinations from time to time.

Supplementary examinations will be held for Re-appear candidates as under:

Semester	When held
(a) First Semester	Along with the Third Semester
(b) Second Semester	Along with the Fourth Semester
(c) Third Semester	Along with the Fifth Semester
(d) Fourth Semester	Along with the Sixth Semester
(e) Fifth Semester	Along with the Seventh Semester
(f) Sixth Semester	Along with the Eighth Semester
(g) Seventh Semester.	Along with the Ninth Semester
(h) Eighth Semester	Along with the Tenth Semester
(i) Any Semester	Flexi exam on the request of the candidate on a special fee prescribed by the university from time to time

7.3 The last date(s) by which the examination forms shall be uploaded on the examination portal shall be as per the schedule notified by the Controller of Examinations from time to time.

8. Duration for Passing the Programme and Rules for Reappear

8.1 A candidate can complete the programme within ten years from the date of admission, if the student is not registered with Academic Bank of Credit (ABC). If a student is registered on ABC, the programme can be completed within ten years of passing the programme or as per the time period stipulated in the Academic Bank of Credit (ABC) for accumulation of credits from time to time.

8.2 A candidate who has studied the prescribed course(s) of a programme in the institute for any semester but does not appear in the examination, or, having appeared fails, may be allowed on the recommendation of the Principal of the Institute to appear/ re-appear in the semester Examinations/course(s) as the case may be, at the next regular examination for that semester when such examination(s) are held, without attending the course(s) again.

9. Conditions for promotion to Higher Semester

9.1 A candidate will be allowed to join next semester class only if he/she clears a minimum of 50% Theory papers of the preceding semester examinations taken together. However, such a candidate may pursue his/her studies for the next higher Semester(s) and appear in the examination(s) for the same along with the examination for the lower Semester(s).

If a candidate fails to pass any End Term Examination even in the second chance as mentioned above, his pass credits will be accumulated on the Academic Bank of Credit (ABC) and he can pass the remaining exams any time within ten years or as stipulated in the Academic Bank of Credit (ABC) from time to time.

9.2 A candidate, whose result is declared late for no fault of his, maybe permitted provisionally to attend classes of the next higher Semester at his own risk and responsibility, subject to his passing the concerned Semester Examination. In such a case, the lectures will be counted from the date a candidate starts attending classes. In case a candidate fails to pass the concerned Semester Examination his/her attendance/Internal Assessment in the next higher semester in which he/she was allowed to attend classes provisionally shall stand cancelled.

10. Eligibility for Degree

10.1 A candidate must pass all the ten Semester Examinations of the programme. However, the candidate can reappear or avail the benefit of exit till the permissible period of accumulation of credits on the Academic Bank of Credit (ABC) failing which s(he) will be deemed to be unfit for the programme.

However, a candidate will be allowed to attend regular classes and stay on the campus only for the total duration of a programme

10.2. A candidate, who discontinues his/her studies at any point of time may be permitted to join the remaining studies and complete balance credits as per Clause 8.1.

10.3 A student can opt for a Major Research Project in lieu of two Discipline Specific Electives (DSE) courses in the Ninth and Tenth semester. A student shall submit a request for the project within one month of commencement of the Ninth semester. The staff council of the department shall allot a teacher as a guide for the project in the Ninth semester. The synopsis of the Project shall be approved by the Staff Council on the recommendation of the guide in the Ninth semester. The candidate shall be required to submit one copy of his/her Project (hard copy and soft copy in PDF) to the institute before the End Term Exams of the Tenth Semester Examinations. However, on the recommendation of the Principal of the Institute and in exceptional cases, the Vice-Chancellor/ Controller of Examinations shall have the power to extend the last date for receipt of the Project along with late fees to be decided by the university from time to time. The major research project shall be evaluated jointly by a panel of two Examiners (External & Internal) on the basis of the report and Viva-Voce based on the Evaluation rubrics in Annexure 1. The report and viva voce shall carry equal weightage. A successful candidate may publish original results of the Training/Survey/Project Reports/Dissertation, if permitted by the Principal of the Institute/Guide as a paper, in a Journal of repute.

10.4 A student can opt for online courses up to 40 % as per university guidelines prevailing from time to time from Swayam and other online platforms. The credits for these courses will be added for the completion of the degree/certification.

10.5 The medium of instruction and examination shall be English.

11. Examinations and Result

11.1 The question papers shall be set and the answer books shall be examined by the External/Internal paper-setter (s) as the case may be.

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

11.3 The Controller of Examinations shall publish a list of candidates who have passed the Semester Examination at an early date.

11.4 Unless otherwise provided in the Ordinance for relevant examination, the minimum Semester Grade Point Average (SGPA) and CGPA (Cumulative Grade Point Average) required for the continuation of registration and the award of the degree is 4.00.

10.4.1 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 a percentage of marks shall be 10.

Lettergrade	GradePoint	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 have failed in the examination/course(s). Such a candidate will be required to re-appear in that examination/course(s) within the permissible chances given in the concerned Ordinance for obtaining a pass grade.
 - (2) A candidate who has not obtained pass marks in Internal Assessment, will also be awarded Grade 'F'. Such a candidate will have to appear again in Mid Term Examination/Assignments-presentations and obtain pass marks in Internal Assessment.
 - (3) If 'F'/'Ab' Grade is awarded to a candidate in a major project, he/she will get only one more chance to repeat the project work at the end of the next Semester. However, if a candidate still gets 'F'/'Ab' Grade in a major project, the same will not be eligible for the award of a 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.

12. Improvement

A candidate who has passed the M.Sc (Integrated) programme is allowed to improve their result by appearing in the scheduled semester examination(s) according to the rules and syllabus prevailing at that time as an ex-student at the fees prescribed by the university from time to time. A candidate is allowed to make repeat attempts within 7 years of passing the programme or as per the time period stipulated in the Academic Bank of Credit (ABC) scheme for accumulation of credits from time to time if registered with ABC.

13. Others

The Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

ANNEXURE 1

Template-Evaluation rubrics

Learning level Evaluation scale (1-4) (1; <30%, 2; 30-59%, 3; 60-70 %, 4; > 70 %) [% is to be computed on absolute marks]	Beginner (1)	Progressing (2)	Proficient (3)	Excellent (4)
Class participation (Discussions, raising relevant issues, analysis, synthesis, updated readings)	Rarely	Sometimes	Often	Always
Assignment and presentation (Introduction, Research, Conclusions, Writing, speaking/body language, use of PowerPoint)	Vague/irrelevant	Somewhat clear and relevant	Clear and relevant	very Clear and relevant
Practical- (Set up an experiment, demonstrate, explain, write journal)	Not able to perform tasks	Good ability to perform tasks	High ability to perform tasks	Very high ability to perform tasks
Mid-Term Exam (Completeness, Understanding, Argument, Structure and writing)	Below Average	Average	Good	Very good
End-Term Exam (Completeness, Understanding, Argument, Structure and writing)	Below Average	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 and 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 and application of research

Template

Learning Outcome-based evaluation - [Name of the Course]

Number of Credits

Students	Student scores and learning levels against Course Outcomes (CO's) (Evaluation scale 1-4 (1; <30%, 2, 30-59%, 3, 60-70 %, 4, > 70 %) [% to be computed on absolute marks])				
	Class Participation (Marks between 0-10)	Assignments and presentations (Marks between 0-15)	Mid-Term Exam (Marks between 0-25)	End-Term Exam (Marks between 0-50)	Aggregated (Marks between 0-100)
	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on

Course Outcomes

CO 1- As per the syllabus.

CO 2- As per the syllabus

CO 3- As per the syllabus

CO 4 and more- As per the syllabus

Weekly Workload norms for UG Programmes under CBCS-LOCF under NEP					
Credits and corresponding hours of work for students for different teaching components		1 Credit Theory – 1 hour 1 Credit Practical = 2 hours 1 Credit Activity = 1 hours 1 Credit Project/Dissertation/Research thesis/ Internship = 1 week			
Teaching Workload Subject/ Course wise					
Core Courses and Discipline specific courses	Theory	Practical	Tutorial	Teacher workload (Guided learning for field work and report writing)	Total Credits/ teaching hours per student per courses
Science (practical courses)	4 Credits (4 hours)	2 Credits (4 hours) (Group size = 20 students)	--		6 Credits (8 hours)
Humanities (theory courses)	5 Credits (5 hours)	--	1 Credit (1 hour) (Group size = 30 students		6 Credits (6 hours)
Humanities (practical courses)	4 Credits (4 hours)	2 Credits (4 hours) (Group size = 30 students)	--		6 Credits (8 hours)
Commerce (theory courses)	5 Credits (5 hours)	--	1 Credit (1hour) (Group size = 30 students		6 Credits (6 hours)
Commerce (practical courses)	4 Credits (4 hours)	2 Credits (4 hours) (Group size = 30 students	--		6 Credits (8 hours)
Ability Enhancement Courses (Theory)	2 Credits (2 hours)				2 Credits (2 hours)
Ability Enhancement Courses (Practical)	1 Credits (1 hours)	1 Credit (2 hours)			2 Credits (3 hours)
Human values courses	2 Credits (2 hours)				2 Credits (2 hours)
Activity based courses		2 Credits (2 hours)			2 Credits (2 hours)
Research guidance: (Dissertation, Internship, Research thesis etc.)	These are to be guided as learning activities outside direct teaching hours (16 hours for Assistant and Associate Professor and 14 hours for Professor). UGC norms stipulate 40 hours a week of work for 30 working weeks in an academic year. 10-15 students to be guided by one faculty member for Internship, 7 students for dissertation and 5 students for Research thesis.				

***ORDINANCE-MASTER OF COMPUTER APPLICATIONS (MCA) (Two-Year Regular Programme as Per AICTE Scheme under Choice Based Credit System).**

(w.e.f. the session 2020-21).

1 The duration of the programme leading to award of Master of Computer Applications Degree, shall be two academic years, comprising of four semesters. Each academic year shall be divided into two semesters i.e. July to December and January to May/June.

1.1 The End Term Examination (Major Tests) as well as their Supplementary examination for the first and third Semesters shall ordinarily be held in the month of November/December and for the second and fourth Semesters as well as their Supplementary examinations in the month of May/June.

^Note: The supplementary examination for the 3rd Semester may be held alongwith OR after the 4th Semester examination and Supplementary examination for the 4th Semester may also be held alongwith OR after the 3rd Semester Examination.

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

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

**2. Passed any graduation degree having obtained at least 50% marks (47.5% marks in case of candidates belonging to reserved category SC/ ST/ Differently abled.)

(for students having no mathematics background at 10+2 level or at graduation level, a compulsory bridge course, framed by the University has to be done and an additional bridge course related to computer subjects for students having no computer science background at 10+2 level or at graduation level, has to be done as per the norms of the University).

3. A person who has passed MCA Part-I (Semester 1st and 2nd) examination of this University shall be eligible to join Part-II (Semester 3rd) of the programme. This is however, subject to the provisions made under Clause 7 below.

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

4.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

4.2 All evaluation of different components of programme shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100-point scale. The rounding off shall be done

* Approved vide Executive Council Resolution No. 20(39) of 30.12.2022.

^ Added vide Executive Council Resolution No. 6(17) of 19.07.2024.

** Amended vide Executive Council Resolution No. 32(23) of 22.08.2023 w.e.f. the session 2023-24.

on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant scheme of examination.

4.3 Credits of a course will be evaluated as under: -

- (a) For all theory courses, one lecture hour per week (Semester-wise) will be assigned one credit.
- (b) Two Laboratory/Practical/Field Work hours per week (Semester-wise) will be assigned one credit. Courses with odd numbers of Laboratory/Practical/Field Works hours having fractional credits will be accepted.

5. The grade awarded to a student in each course will be based on performance of the student in Minor Tests comprising of Class tests and Assignments /Seminars /Attendance /Quizzes/Class Participation and General behavior etc. and End-Term Examination at the end of each Semester. The distribution of weightage will be as per scheme of examination.

5.1 The following parameters (with weightage of each) forming the basis of award of Minor Test for each theory course shall be adopted and inserted in the relevant scheme of examination: -

- (i) Class Test-I and Class Test-II : 75% to 80%
- (ii) Assignments /Seminars /Attendance /Quizzes /Class Participation and General behavior etc. : 20% to 25%

Marks for Attendance may be given as under:

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

*For students engaged in co-curricular activities of the Department/Institute only/authenticated medical ground duly approved by the concerned Chairperson/ Director.

5.2 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department by the Chairperson of the Department concerned before forwarding it to the Examination Branch.

5.3 The Chairperson of the Department shall forward the final awards/grade of Minor Tests of the students in hard and soft copy to the Examination Branch invariably within 20 days after the completion of the relevant Semester examination for declaration of the result and preparation of Transcript/DMC. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/Institute concerned. The Minor Test Grade of a candidate who fails in any semester examination shall be carried forward to the next examination.

5.4 The Chairperson of the Department concerned shall preserve the record on the basis of which the Minor Test Grade has been prepared, for inspection, if needed by the University up to six months from the date of declaration of the concerned semester result.

6. The End Term Examination (Major Tests) for I/II/III/IV Semester examination shall be open to a regular student who has:

- (a) passed the requisite qualifying examination as laid down in Clause 2 for the First Semester examination or has passed the preceding Semester examinations if he is a candidate for the Second/Third/Fourth Semester or is covered under clause 3 or 7, as the case may be.

(b) remained on the rolls of the Department during one Semester preceding the examination; and

(c) his/her Examination form submitted to the Examination Branch through the Chairperson of the Department concerned and produces the following certificates:

- (i) of good character;
- (ii) of having attended not less than 75% of the full course of lectures delivered in each course in each Semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures/practicals will be detained by the Department to take the Major Test in the concerned course unless he/she repeats the course in the paper(s)/practical(s) and obtain requisite attendance.

6.1 A deficiency in the prescribed course may be condoned up to 15% of the lectures/practicals delivered in each course by the Chairperson of the Department concerned. These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participate in the Inter-University Tournaments/Youth Festivals may be allowed additional condonation on this ground up to 10% in each course on a certificate from the Director, Physical Education and Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.

7. A candidate who has completed the prescribed course of instruction in the Department for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department, to appear/re-appear in the semester Examination/Course(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice at the supplementary Examinations as specified in Clause 1.1. above.

7.1 A candidate who has failed in one or more course (s) of I and II Semester shall be promoted to the III Semester only if he/she has passed in the courses as mentioned below:

From Semester I and II to Semester III	: If he/she has passed at least 50% courses of Semesters I and II.
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7.2 A candidate who fails to pass all the four semester examinations within four years of his/her admission to MCA programme shall be deemed to be unfit for programme.

8. The amount of examination fee to be paid for each Semester shall be prescribed by the University from time to time. A candidate, who re-appears in one or more course(s)/Semester(s), shall pay fee as for whole Semester examination.

9. The medium of instruction and examination shall be English. This is, however, subject to relaxation as per Executive Council Resolution 47 of 30.12.1988 i.e. the medium of examination shall be English or Hindi if the facilities in the Department are available.

10. The minimum percentage/grade of marks to pass the examination in each semester shall be:

- (i) Grade 'P' in each Major Test;
- (ii) Grade 'P' in each Practical/Summer Training/Internship examination etc., where prescribed.

- (iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical course. There will be no re-examination for the Minor Tests.

10.1 While re-appearing in the examination the candidate shall be exempted from appearing in the course(s)/Summer Training/Internship etc., in which he/she has obtained at least Grade 'P' in aggregate, as indicated in (iii) above.

11. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the result branch.

12. Award of grades and the corresponding grade points to be given to the candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to IV, as under. The conversion factor for the 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	45 – 49
P (Pass)	4	40 – 44
F (Fail)	0	0 – 39
Ab	0	Absent

Note: (i) A candidate eligible to take the examination obtaining Grade F or Ab will be considered to have failed in the examination/course(s). Such a candidate will be required to re-appear in that examination/course(s) within the permissible chances as per clause 7 for obtaining pass grade.

(ii) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.

(iii) If 'F'/'Ab' Grade is awarded to a candidate in summer training/internship, he/she will get only one more chance to repeat the summer training/internship at the end of next semester. However, if a candidate still gets 'F'/'Ab' Grade in summer training/internship, the same will not be eligible for the award of degree.

13. (a) The subject of the summer training/internship will be approved by the Chairperson, Department of Computer Science & Applications.

(b) The Summer Training/Internship should be carried out by the candidate in the IT Industry/Software Development House/Department, under the supervision of the guide allocated by the Chairperson after examination of second Semester. The last date of submitting the Summer Training/Internship report will be 30th August although the Summer Training/Internship report may be submitted after 30th August with late fee as specified by the University.

(c) The candidate shall be required to submit two copies of the report of the Summer Training/Internship along with the following: -

- (i) A certificate from the Supervisor that the Summer Training/Internship has been completed and that it was done by the candidate himself/herself.
- (ii) A certificate from the Chairperson, Department of Computer Science & Applications/ Principal of the recognized college to the effect that the candidate has actually worked in the IT Industry/Software Development House or any other approved place of work to the satisfaction of the Chairperson/Principal for not less than 45 days and up to a maximum of 60 days.

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

***ORDINANCE—MASTER OF COMPUTER APPLICATIONS
(MCA) (2-Year) EXAMINATION (*Annual System*)**

(w.e.f. of session 2020-21)

1 The duration of the course leading to the degree of Master of Computer Applications shall be of two academic years. This course shall be offered through the Directorate of Distance Education. The examination shall ordinarily be held annually in the month of May/June or thereafter on the dates to be notified by the Controller of Examinations.

1.1 The examination shall be held in two parts, viz. Part-I at the end of first year and Part-II at the end of second year.

1.2 Supplementary Examination for the re-appear candidates who have failed in not more than 50% papers in the Annual examinations will be held in December or thereafter in the following session, on the dates to be notified by the Controller of Examinations.

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

3 The instruction will be provided through the supply of the printed study material and/or books published by eminent authors and/or electronic study material, evaluation of response sheets, counselling of students by the teachers/course coordinator or through any other method as may be deemed necessary for promoting learning by the Directorate from time to time. Students are required to consult the books prescribed/recommended for references in the syllabi as the study material supplied by the Directorate is only to supplement learning and to support the books referred to in the syllabi. Instruction through study material will further be supplemented by the Personal Contact Programme of short duration as may be decided by the Directorate from time to time. Efforts will be made to cover the deficiency in the supply of instructional material, if any, in the Personal Contact Programme.

^^4. Passed any graduation degree having obtained at least 50% marks (47.5% marks in case of candidates belonging to reserved category SC/ ST/ Differently abled.)

(for students having no mathematics background at 10+2 level or at graduation level, a compulsory bridge course, framed by the University has to be done and an additional bridge course related to computer subjects for students having no computer science background at 10+2 level or at graduation level, has to be done as per the norms of the University).

5. A person who has passed M.C.A. Part-I examination of this University shall be eligible to join Part-II class of the course.

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

* Revised vide Executive Council Resolution No. 20 (39) dated 30.12.2022

^^ Amended vide Executive Council Resolution No.32 (23) of 22.08.2023 w.e.f. the session 2023-24.

- (a) has passed the requisite qualifying examination as laid down in Clause 4 or 5 above or is covered under 7 below;
- (b) has remained on the rolls of Directorate of Distance Education during the academic year preceding the examination;
- (c) has his name submitted to the Controller of Examinations through Director, Distance Education and produces the certificate signed by him of having attained the minimum attendance as prescribed in the Prospectus of the Directorate of Distance Education at the Personal Contact Programmes for Theory and Practical separately unless exempted from attending the same by the Director, Distance Education wholly or partially for valid reasons.

The deficiency in the prescribed attendance at PCP may be condoned by the Director, Distance Education up to the limit for condonation of lectures in PCP as prescribed from time to time.

7 (a) A candidate who has failed in one or more papers of Part-I shall be promoted provisionally to Part-II, if he earned exemption in the papers as mentioned below:

From Part-I to Part-II	If he has earned exemption in at least 50% papers, Theory and Practical taken together of Part-I of Kurukshetra University.
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7 (b) A candidate who has failed in one or more paper(s) or having been eligible, fails to appear in the examination for good reasons, may be allowed to re-appear as an ex-student without attending fresh course of instruction only twice in the paper(s) at the subsequent examination as specified in Clause 1 above. Such a candidate shall be exempted from re-appearing in paper(s) in which he has obtained at least 40% marks.

7 (c) A candidate who fails to pass the whole examination i.e. Part-I/ II within four years of his admission in Part-I of the course shall be required to repeat the course *de novo*.

8. Every candidate shall be examined according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination or having been eligible, fails to appear in an examination, shall unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students of the Directorate of Distance Education appearing for that Examination. However, the syllabi for the re-appear/failed candidates for the supplementary examination shall be the same as was in force in the preceding Annual Examination.

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

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

10 The medium of instruction and examination shall be English.

11. The minimum number of marks required to pass the examination shall be 40% in each Theory Paper and Practical separately and 40% marks in aggregate of each examination i.e. Part-I/II.

12. The course is modular in nature. Each successful candidate shall receive the Detailed-Marks-Card on having passed the yearly examination i.e. MCA Part-I/II.

13. As soon as possible, after termination of the examination, the Controller of Examinations shall publish the result of the candidates and issue Detailed-Marks-Card/Certificates.

14. The result of candidates who pass the examination shall be classified into divisions, as under, on the basis of aggregate marks obtained in Part-I and Part-II examinations taken together and the division obtained by the candidate will be stated in his degree:

- | | |
|--|------------------|
| (a) Those who obtain 60% or more marks | First Division. |
| (b) Those who obtain 50% or more but less than 60% marks | Second Division. |
| (c) Those who obtain 40% or more but less than 50% marks | Third Division. |

The candidates who pass the examination in the first attempt and within the normal duration of the course i.e. two years obtaining 75% or more marks in the aggregate, shall be declared to have passed with 'Distinction'.

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

***ORDINANCE—MASTER OF EDUCATION (M.Ed) (2-Year) EXAMINATION
SEMESTER SYSTEM) (w.e.f. the academic session 2020-21)
(CBCS-LOCF)**

1.1 The duration of the program leading to the award of Master of Education (M.Ed.) Degree including Internship, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in December/January and for the Second and Fourth Semesters in May/June.

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

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

3 Note: (1) A person who has passed one of the following examinations with a graduate degree from this University or any other university recognized as equivalent thereto shall be eligible to join First semester of the course:

B.Ed. or B.A. B.Ed. or B.Sc. B.Ed. or B.El. Ed. with 50% marks (47.50% marks in case of SC/ST/OBC/PWD candidates) in aggregate.

4. A person who has passed M.Ed. First and Second Semester Examinations from this University, shall be eligible to join Third Semester Class. This is, however, subject to the provisions made under Clause 9 below.

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

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

- (a) Written Courses;
- (b) Practical Examination/Internship/Project Report/Training Report/Viva-Voce;
- (c) Dissertation
- (d) Open Elective course (One in IInd semester & another in IIIrd semester).

6.2 30% marks in each Written Course/Practical/Internship/Dissertation shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination:

For Theory Courses:-

I.	One test	:	25% marks
II.	One Seminar	:	25% marks
III.	One Assignment	:	25% marks
IV.	Attendance	:	25% marks

For Practicals/Field Work/Internship/Disertation/Project etc.

(i)	Test/Viva	:	50% marks
	Sessional for each practical course		
(ii)	Sessional Work/Assignment	:	25% marks
(iii)	Attendance	:	25% marks

* Approved vide Executive Council Resolution No. 20(40) of 30.12.2022.

For Open Elective Course: As per the approved scheme of the open Elective Course in the respective Department.

Marks for Attendance will be given as under:

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

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

6.3 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department/Principal of the College concerned shall be forwarded to the Examinations Branch invariably within 10 days before the commencement of the relevant Semester examination. • Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/College/Institute concerned.

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

7.1 The First/Second/Third/Fourth Semester Examinations shall be open to a candidate who:

- (a) has passed the requisite qualifying examination as laid down in Clause 3 if he/she is a candidate for the First Semester Examination or is covered under Clauses 4 or 9 below;
- (b) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 80% of the full course of lectures delivered in each theory course and practicum; and 90% in Field Attachment in each semester separately (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any course(s)/practical(s) will be detained by the Department/College concerned to take the external examination in the said course(s) unless he/she repeats the course in the course(s) concerned and obtains the requisite percentage of attendance in that course(s).

7.2 A deficiency in the prescribed course (Lectures/Practicum/Field Attachment) may be condoned by the Chairperson of the University Department/Principal of the College concerned as under:

- (a) Theory courses : Up to 15% of delivered in each course.
- (b) Practicum : Up to 15% of the total in each course.
- (c) Field Attachment : Up to 15% of total conducted.

These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participate in the inter university tournaments/youth festivals may be allowed additional condonation on this ground upto 10% in each course on a certificate from the director as the case may be, subject to the condition that such a student shall not

be allowed to appear in the examination if his/her attendance after condonation on all counts falls below 50%.

8 A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college concerned, to appear/re-appear in the semester examination/Course(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations.

9.1 A candidate who has appeared and failed in one or more course(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory courses of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the course(s) of the First Semester alongwith the Third Semester and for the remaining course(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

9.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the Department/College whenever the relevant course(s) is/are offered in the future.

9.3 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to M.Ed. course shall be deemed to be unfit for the course.

The bar shall not apply to a candidate appearing to avail the additional chance in the Fourth Semester Examination, provided the additional chance is availed next to the last admissible normal chance under Clause 8 above.

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

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

11. The medium of instruction for M.Ed. Course shall be English/Hindi. The medium of examination shall be as under:

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

12.1 The subject/topic of dissertation of a candidate will be approved by the Research Advisory Committee of the Department (DRAC) or of College concerned. The last date for the receipt of application regarding the approval of dissertation subject/topic along with synopsis, shall be notified from time to time by the Chairperson of the Department/Principal of the College concerned.

12.2 Every candidate shall be required to submit two copies of his Dissertation along with a brief abstract of the same giving an account of the investigation/research conducted and its main findings (which will not exceed 500 words) for approval of the examiner.

12.3 The Dissertation shall be evaluated jointly by the External and Internal Examiners. The same External and Internal Examiners shall also hold the Viva-Voce examination. If the examiners for the dissertation and/or Viva-Voce are unable to agree and the difference in the award is upto 10% of the maximum marks, the average of two shall be taken as final award. If the difference between the External and Internal Examiner(s) is more than 10% of the maximum marks, the appointment of third examiner shall be made by the Vice-Chancellor on the recommendations of the Chairperson of the University Department/Principal of the College concerned, and average of the two nearest awards shall be treated as final.

12.4 The last date for receipt of the dissertation in fourth Semester and other practicals/field internship files/dissertation (synopsis), progress report etc. in respective semesters in the office of the Secrecy Branch shall be ten days before the commencement of theory examinations of respective semesters/sessions. However, after expiry of above date the extension in date shall be permissible with penalty as laid down in General Rules for Examinations. If the candidate fails to submit the dissertation even during the extended period, he will be considered to have absented in the dissertation/practicals/field attachment/internship etc. course and his result shall be declared accordingly.

A candidate who has submitted a dissertation, as a part of his examination may withdraw the same before it has been examined but once it is examined and the candidate obtains the minimum pass marks, he shall not be permitted to withdraw it or submit another dissertation in lieu thereof. The marks obtained by him for the dissertation shall be taken into account when he appears in any future examination for the purpose of passing therein, or for improving the division.

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

- i). 40% in each Theory course;
- ii). 40% in internal assessment of each theory course/ Practicum/Field attachment etc.
- iii). 40% in each Practical and Field attachment i.e. Practical examination for Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed examination or Dissertation or Project Report or Training Report or Viva-Voce examination;
- iv). 40% in the aggregate of Sessionals and examination for each Theory, Practical subject and Field attachment.

13.2 A candidate who fails in an examination shall be exempted from re-appearing in the Course(s)/Practical(s) in which he has obtained at least 40% marks as indicated in (i), (ii) (iii) & (iv) above. Such a candidate will not be required to repeat the sessional work.

13.3 The minimum percentage/grade of marks to pass the examination in each Semester shall be:

- (i) Grade 'P' in each Major Test;
- (ii) Grade 'P' in internal assessment of each theory course/ Practicum/ Field Attachment etc.
- (iii) Grade 'P' in each practical examination or Dissertation or Project Report/Training Report/Field Work or Viva-voce etc., where prescribed;
- (iv) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical course.

13.4 While re-appearing in the examination the candidate shall be exempted from appearing in course(s) and/or practical(s)/Project/Training/Field Work in which he/she has obtained at least Grade 'P' including Minor Test Grade, as indicated in (i), (ii) and (iii) above. Such a candidate will not be required to re-appear in Minor Test.

14. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and the Transcript for each Semester and a consolidated Transcript indicating performance in all Semesters will be issued by the Result Branch.

15. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to IV 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 have failed in the examination/course(s). Such a candidate will be required to re-appear in that examination/course(s) within the permissible chances as per clause 8 for obtaining pass grade.
- (2) A candidate who has not attended requisite percentage of lectures in a course and/or not obtained pass marks in internal assessment, where prescribed will also be awarded grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.
- (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.

15.1 Computation of SGPA and CGPA

The following shall be the procedure to compute the Semester Grade Point Average(SGPA) and Cumulative Grade Pont Average(CGPA):

- The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student in all the courses undergone by a student, i.e.
- $SGPA(S_i) = \frac{\sum C_i \times G_i}{\sum C_i}$
Where S_i is the SGPA of the i th year and C_i is the total number of credits in that year.
- The SGPA and CGPA shall be rounded of to 2 decimal points and reported in the transcripts.

Illustration of Computation of SGPA and CGPA and Format for Transcripts: Illustration for SGPA

Course	Credit	Grade Letter	Grade Point	Credit Point
Course-1	4	A	8	4x8=32
Course-2	4	B+	7	4x7=28
Course-3	4	B	6	4x6=24
Course-4	4	O	10	4x 10=40
Course-5	2	C	5	2x5=10
Course-6&7	8	B	6	4x6=24
	<u>26</u>			<u>158</u>

Thus SGPA= 158/26=6.08

Illustration for CGPA

YEAR-1

Credit: 26

SGPA:6.08

YEAR-2

Credit:32

SGPA:6.25

Thus CGPA=[26x6.08+32x6.25]/66

16. A candidate who has passed the M.Ed. Examination from this University may appear in one or more additional courses in which he has not already passed. The examination fee for appearing in each course shall be the same as notified by the Controller of Examinations from time to time.

17.1 A person who has passed the M.Ed. examination of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student in the M.Ed. Examination thrice in one or more theory course(s) of all the four semesters examinations within a period of five years of his/her passing the M.Ed. examination. Such a candidate, in the first instance, shall be required to intimate all the course(s) in which he/she would like to improve his/her performance. He/she will then appear in the respective course(s) of the Semester examination, simultaneously in December/May. If he/she does not improve his/her performance he/she shall be eligible to do so in the following year(s) which would be treated as second chance. In case the candidate does not improve his/her performance even in the second chance, he/she will be given third chance to improve his/her performance.

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

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance.

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

Transitory provision

Candidates admitted to the M.Ed. (1 year) course in the academic session 2014-15 or earlier shall be governed by the old rules.

***MASTER OF EDUCATION IN SPECIAL EDUCATION (V.I.) (2 YEAR) EXAMINATION
(SEMESTER) W.E.F. 2020-21(CBCS LOCF)**

- 1.1 The duration of the programme leading to the award of Master of Education in Special Education (Visual Impairment) M.Ed. Spl. Edu. (V.I) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.
- 1.2 Main as well as Supplementary examinations for the First and Third Semesters shall be held in December/January and for the Second and Fourth Semesters in May/June.
- 1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

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

3 A person Who has passed one of the following examinations from this University or any other examination recognized as equivalent thereto shall be eligible to join First Semester of the programme:

B.Ed. Special Education (Visual Impairment) programme with 50 % marks in the aggregate from any of the recognized institution of RCI.

OR

B.Ed. general candidates with 50% marks in the aggregate with (i) Secondary level Diploma Programme in Special Education (Visual Impairment) or (ii) D.Ed. Special Education (Visual Impairment) from recognized institutions of RCI.

Note: Relaxation of 5% marks in the eligibility condition i.e. 50 marks-2.50% marks = 47.50% marks will be given to SC/ST/OBC/PWD candidates.

4 A person who has passed M.Ed. (Spl. Edu.) (Visual Impairment) First and Second Semester Examination from this University, shall be eligible to join Third Semester Class. This is, however, subject to the provisions made under Clause 9.1

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

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

- a) Theory Examination.
- b) Practical examinations;
- c) Dissertation & Field Work.
- d) Open Elective Course (One in IInd Semester & another in IIIrd Semester).

6.2 20% marks in each course/ Practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal

* Approved vide Executive Council Resolution No. 20(40) of 30.12.2022.

assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Courses

- | | | |
|-------|----------------|-------------|
| (i) | One test | : 25% marks |
| (ii) | One Seminar | : 25% marks |
| (iii) | One Assignment | :25% marks |
| (iv) | Attendance | :25% marks |

For Practicals:

- | | | |
|-------|---|-------------|
| (i) | Sessional Examination for each practical course | : 50% marks |
| (ii) | One Assignment/Project report etc. | : 25% marks |
| (iii) | Attendance | : 25% marks |

For Open Elective Course:

As per the approved scheme of the Open Elective Course in the respective Department

Marks for Attendance will be given as under:

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

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

6.3 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the department/ Principal of the College concerned, shall be forwarded to the Examination Branch at least ten days before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

6.4 The Chairperson of the Department/Principal of the College concerned shall preserve the record on the basis of which the internal assessment have been prepared, for inspection, if needed by the University, up to six months from the date of declaration of the Semester result.

7.1 The First/Second/Third/Fourth Semester Examination shall be open to a candidate who: -

(a) has passed the requisite qualifying examination as laid down in Clause 3 if he/she is a candidate for the First Semester examination, or is covered under clauses 4 or 9 below;

(b) has his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/Principal of the College concerned and produces the following certificates:

- | | |
|------|---|
| (i) | of good character. |
| (ii) | of having attended not less than 80% of the full programme of lectures delivered in each theory course 80% and 90% in all practicum; and 100% for school internship/ field engagement. Provided that a candidate who has not attended the requisite percentage of Lectures for any course(s)/Practical(s) will be detained by the Department/College concerned to take the external examination in the said course(s) unless he/she repeats the programme in the course(s) concerned and obtains the requisite percentage of attendance in that course(s)/practical(s). |

7.2 A deficiency in the prescribed programme (Lectures/Practicals/Tutorials) upto 5% may be condoned by the Chairperson of the University Department/Principal of the College concerned on genuine ground.

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

8. A candidate who has completed the prescribed programme of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the college concerned, to appear/re-appear in the semester examination/course(s), as the case may be, as an ex-student, without attending a fresh programme of instruction only twice, at the subsequent examinations.

9.1 A candidate who has appeared and failed in one or more course(s) of the First Semester shall be allowed to study for and appear in the second semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of Theory courses of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the course(s) of the First Semester alongwith the Third Semester and for the remaining course(s) of the Second Semester alongwith Fourth Semester Examinations simultaneously, when held.

9.2 A candidate who fails to pass in any semester examination even in the second chance as mentioned above, he/she will have to repeat the programme as a regular student in the Department/College whenever the relevant programme(s) is/are offered in the future.

9.3 A candidate who fails to pass all the four semesters examinations within four years of his/her admission to M.Ed. (Spl. Edu.) (Visual Impairment) programme shall be deemed to be unfit for the programme.

The bar shall not apply to a candidate appearing to avail the additional chance in the Fourth Semester Examination, provided the additional chance is availed next to the last admissible normal chance under Clause 8 above.

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

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

11. The medium of instruction for M.Ed. Spl. Edu. (Visual Impairment) Programme shall be English/Hindi.

The medium of examination shall be as under:

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

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

12.1 Dissertation work shall be undertaken by the students in Third and Fourth Semesters. In Third Semester synopsis will be developed by the student under the supervision of assigned Supervisor which would be evaluated and the topic Dissertation approved by the Departmental Research Committee at the end of Third Semester. Remaining work of the Dissertation will be undertaken by the student in Fourth Semester. The Dissertation will be jointly evaluated by external and internal examiners in the Viva-voce examination.

12.2 The last date for receipt of the dissertation in the office of the Controller of Examinations shall be ten days before the commencement of theory exams. However, after expiry of above date the extension

in the date shall be permissible with penalty as laid down in General Rules for Examinations. If a candidate fails to submit the dissertation even during the extended period, he will be considered to have absented in the dissertation course and his result shall be declared accordingly.

12.3 The marks obtained by him for the Dissertation shall be taken into account when he appears in any future examination for the purpose of passing therein or for improving the division/result.

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

- (i) 50% in each theory paper(s)
- (ii) 50% in internal assessment in each theory/practicals/dissertation/fieldwork.
- (ii) 50% in each practical examination/ dissertation/ project report/ internship and Viva —Voce examination.
- (iii) 50% in the aggregate of Sessional and examination for each theory, Practical field work and dissertation etc.

13.2 A candidate who fails in an examination shall be exempted from re-appearing in the internal/ sessional course (s)/Practical(s)/Seminar/Field Training reports/dissertation/Project Work/internship in which he /she has obtained least 50% marks. As indicated in (i), (ii), (iii) and (iv) clause no. 13.1 above. Such a candidate will not be required to repeat the sessional work.

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

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

16. Award of Grades and the corresponding grade points of Absolute marks is as under. The Conversion factor 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(Average)	6	51-54
P(Pass)	5	50
F(Fail)	0	Less than 50
Ab	0	Absent

Note:

- (1) A candidate eligible to take the examination obtaining Grade F or Ab will be considered to have failed in the examination /course(s). Such a candidate will be required to reappear in that examination/course(s) within the permissible chances as per clause 8 for obtaining pass marks given in the concerned Ordinance for obtaining pass grade.

- (2) A candidate who has not attended requisite percentage of lectures in a programme and/or not obtained pass marks in internal Assessment, where prescribed will also be awarded Grade 'F'. Such a candidate will have to repeat that programme(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 Credit Programmes, Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be followed.

16.1 A person who has the M.Ed. Spl.Edu. (Visual Impairment) examination of this University and is desirous of improving his/her performance, will be allowed to appear as an ex-student in the M. Ed Spl.Edu. (Visual Impairment) Examination Thrice in one or more theory courses(s) of all the four semester Examinations within a period of five years of his/her passing the M. Ed. (Spl.Edu.) (Visual Impairment) examination. Such a candidate, in the first instance, shall be required to intimate all the courses(s) in which he /she would like to improve his/her performance. He /She will then appear in the respective courses (s) of the semester examination, simultaneously in December/ May. If he/she does not improve his/her performance he/she shall be eligible to do so in the following year (s) which would be treated as second chance, he/she will be given third chance to improve his/her performance.

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

Provided that the candidate will take the examination according to the Syllabus in force for the regular students in that Semester Examination in which he/she proposes to take the examination for the purpose of improving his/her performance.

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

Transitory provision

Candidates admitted to the M.Ed. (Spl.Edu.) (1 year) programme in the academic session 2014-15 or prior shall be governed by the old rules.

***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.

* Approved vide Executive Council Resolution No. 20(53) of 30.12.2022.

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 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
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
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 and 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 and application of research

***ORDINANCE**
MASTER OF TOURISM AND TRAVEL MANAGEMENT (MTTM) (SEMESTER SYSTEM)
&
MASTER OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY (MHMCT)
(SEMESTER SYSTEM)
UNDER LEARNING OUTCOME BASED CURRICULUM FRAMEWORK- CHOICE
BASED CREDIT SYSTEM (LOCF-CBCS) AND MULTIPLE ENTRY-EXIT FORMAT
(w. e. f. Session 2022-23)

This Ordinance is based on National Education Policy (NEP) 2020 and will be effective from the Academic Session 2022-2023.

1.1 The duration of the Level 9 programme for the award of degree of Master of Tourism and Travel Management (MTTM)/Master of Hotel Management and Catering Technology (MHMCT) shall be two academic years. Each year shall be divided into two semesters i.e., July to November/December and January to April/May.

1.2 There shall be actual teaching for a minimum of 90 days in each Semester excluding admission, preparation and examination days.

1.3 The students will be allowed an exit option at Level 8 after passing one year of the above said programme and will be awarded Post Graduate Diploma in Tourism and Travel Management (PGDTTM)/ Post Graduate Diploma in Hotel Management (PGDHM).

2. Key Terms

2.1 **Academic Year and Semester:** Two consecutive (one odd and one even) semesters will constitute one academic year. A semester will consist of 13-15 weeks of academic work equivalent to 90 actual teaching days.

2.2 **Credit:** One credit means one hour of theory or one hour of tutorial or two hours of laboratory work per week for the duration of a semester (13-15 weeks). 1 Credit will carry 25 marks.

2.3 **Learning Outcome Based Curriculum Framework (LOCF):** The learning outcomes of the programme are mapped against well-defined outcomes of its Courses.

2.4 **Choice-Based Credit System (CBCS):** The CBCS provides choices to students to select Interdisciplinary courses to fit their own requirements and learn at their own pace

2.5 **Programme:** A programme leads to the award of a degree, diploma or certificate.

2.6 **Course:** 'Course' refers to the components of a programme. Course is a component of a programme and may include theory, Practicals, seminars, internships etc. A course may be designed to comprise taught course/lectures /tutorials/laboratory work/field work/outreach activities/project work/vocational training/seminars/internship/map work etc. or any combination of these.

All courses need not carry the same weightage. Courses can be;

2.6.1. **Core Course:** A compulsorily course of a programme aimed to cover the basics of a particular discipline/subject.

* Approved vide Executive Council Resolution No. 20(55) of 30.12.2022.

2.6.2 Elective Course: A course which can be chosen from a pool of courses and may be very specific or specialized or advanced or supportive to the discipline/subject of study. It aims at

providing an extended scope or exposure to some other discipline/subject/domain and nurtures the candidate's proficiency/skills.

2.6.3 Discipline Specific Elective (DSE) Course: Elective course offered for enhanced knowledge and skills in the major/minor specializations.

2.6.4 Generic Elective (GE) Course: An elective course from an unrelated discipline/subject for development of wider perspective.

A core course offered in a discipline/subject may be treated as Generic elective by other discipline/subject and vice versa and such electives be referred to as Generic Elective.

2.6.5 Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses are of two kinds:

(i) **Ability Enhancement Compulsory Courses (AECC):** "AECC" courses are the courses based upon the content that leads to Knowledge enhancement.

(ii) **Skill Enhancement Courses (SEC):** SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

2.6.6. Seminar: A course requiring students to participate in structured discussion/ conversation or debate focused on assigned tasks/readings, current or historical events, or shared experiences guided or led by an expert or qualified personnel in a field of learning, work/vocation or professional practice.

2.6.7 Internship: A course requiring students to participate in professional employment- related activity or work experience normally under the supervision of an employee of the training organization. A key aspect of the internship is induction into actual formal and organized work situations. Internships involves working with local industry, businesses, artists, crafts persons, educational institutions etc. For practical this will be guided learning by the faculty to mentor and monitor the progress.

2.6.8 Activity courses (30 hours in semester) :

(i). **Workshop-based activities:** Courses involving workshop-based activities requiring engagement of students in hands-on activities related to work/vocation or professional practice.

(ii). **Community engagement and service:** Courses requiring students to participate in field-based learning/project generally under the supervision of a faculty to expose students to the socio-economic issues in society so that the theoretical learnings can be supplemented by actual life experiences to generate solutions to real-life problems.

2.6.9 Guided learning/Research Ability Enhancement Courses :-

(i). **Project work/Field project/ field survey/ internship/ industrial training** is considered as a special course requiring students to participate in field-based learning/project, involving application of knowledge in solving/analyzing /exploring a real life situation /difficult problem. A Project/Field project/ field survey work of 4-8 credits.

(ii). **Research and thesis-** Review of literature, Synopsis writing, research on synopsis, synopsis seminar, resubmission seminar and project report/Dissertation/thesis writing guided by the faculty.

2.7 Key Terms related to evaluation

2.7.1 Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

2.7.2 Credit Point: It is the product of grade point and number of credits for a course.

2.7.3 Cumulative Grade Point Average (CGPA):

It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal place

2.7.4 Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.

2.7.5 Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.7.6 Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

2.8 Academic Bank of Credits (ABC): Academic Bank of Credits (ABC) is a virtual/digital storehouse of academic credit data base of registered HEIs for credit accumulation, credit verification, credit transfers or redemption of credits. Each student will have to open an Academic Bank of Credits through the department concerned. At the end of each semester credits earned by the student will be uploaded in his/her respective Academic Bank Account on ABC.

3. Programmes Duration and Multiple Entry and Exit Options: All programmes shall be offered as per UGC list of 'Specification of Degree' prevailing from time to time. The programme duration and options for multiple entry exit will be as per template below:-

MASTER OF TOURISM AND TRAVEL MANAGEMENT (MTTM) -2 YEARS Course Structure under Learning Outcome Based Curriculum Framework (LOCF-CBCS) and Multiple Entry Exit										
Semesters	Core Course (CC) @ 4credits	Core Course (CC) @4 credits	Core Course (CC) @4 credits	* General Elective @ 4 credits GE (anyone)	Ability Enhancement Compulsory Course (AECC) @ 4 credits	Skill Enhancement Course (SEC) @ 4 credits (any two)	Discipline Specific Course (DSE) @ 4 credits each (any 02)	Field Project / Internship (FP) @4 / 8 credits course	Total Credits	Exit
I Level 8	Tourism Business (CC-MTTM - 101)	Travel Agency Management (CC-MTTM-102)	Tourism Geography (CC-MTTM-103)	1.Principles of Management (GE-MTTM-101) 2.Organization al Behavior and Development (GE-MTTM-102)	1. Communic ation Techniques (AECC - MTTM - 101) 2. Major Individual assignment and presentation (Guided Learning) (AECC - MTTM -102)	1. Essential Computer Skills for Tourism Professionals (SEC-MTTM-101) 2. Soft Skills for Tourism Professionals(S EC-MTTM-102) 3. Business Policy & Corporate Governance(SE C-MTTM-103)	1. Tourism Economics(DS E-MTTM-101) 2. Information and Communication Technologies in Tourism(DSE-MTTM-102) 3. Current Trends in Tourism(DSE-MTTM-103)	Field/Destina tion Survey and Report (GL) (04 credits) (FP-MTTM-101)	44	Post Graduate
II Level 8	Internatio nal Tourism (CC-	Tour Packagin g Managem ent (CC-	Tourism Marketin g (CC-	1. Tourism Accounting (GE-MTTM-201)	1.Airlines Management and Ticketing (AECC -	1. Tour Guiding and Interpretation	1. Event Planning and Management(DSE-MTTM-201)	08 weeks Internship and Report (GL) (FP-MTTM-	48	

	MTTM - 201)	MTTM-202)	MTTM-203)	2. Cross Cultural Management(GE-MTTM-202)	MTTM -201) 2. Cargo Management (AECC - MTTM -202)	(SEC-MTTM-201) 2. Travel Writing (SEC-MTTM-202) 3. Cultural Heritage Management (SEC-MTTM-203)	2. Transport Management (DSE-MTTM-202) 3. Sports Tourism(DSE-MTTM-203)	201)(08 credits)		Diploma in Tourism and Travel Management @ 92 credits
III Level 9	Tourism Planning (CC-MTTM - 301)	Tourist Behavior (CC-MTTM - 302)	Customer Relationships Management (CC-MTTM - 303)	1. Entrepreneurship and Innovation in Tourism (GE-MTTM-301) 2. Haryana Tourism (GE-MTTM-302) 3. Human Resource Management in Tourism (GE-MTTM-303)	1. Major Destinations of India (AECC - MTTM - 301) 2. Adventure Tourism (AECC - MTTM - 302)	1. Project Management(SEC-MTTM-301) 2. Revenue Management (SEC-MTTM-302) 3. Case Studies in Tourism (SEC-MTTM-303)	1. Hotel Management (DSE-MTTM-301) 2. Logistics Management (DSE-MTTM-302) 3. Financial Management (DSE-MTTM-303)	Major small group assignment and presentation (GL)	44	MTTM degree @ 176 credits
IV Level 9	Major Tourism Destinations of World (CC-	Advance Travel Agency Management (CC-	Research Methods for Tourism and Hospitalit	1. Legal and Ethical Issues in Tourism (GE-MTTM-401) 2. Health and	1. Online Travel Business (AECC - MTTM -401)	1. Business Analytics (SEC-MTTM-401) 2. Tourism Product	1. Marketing Research and Sales (GE-MTTM-401) 2. Environment, Ecology and	-	40	

	MTTM - 401)	MTTM - 402)	y (CC-MTTM - 403)	Medical Tourism (GE-MTTM-402) 3.Forex Management (GE-MTTM-403)	2. Rural, Agro and Farm Tourism (AECC - MTTM -402)	Development (SEC-MTTM-402) 3.Sustainable Tourism Practices (SEC-MTTM-403)	Tourism (GE-MTTM-402) 3.Crisis and Disaster Management (GE-MTTM-403) Or 4.Dissertation (in lieu of two DSE) @ 8 credit			
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Notes:

1. Credits (C), Core Courses (CC); Discipline Specific Elective Courses (DSE); General Elective Courses (GE); Skill Enhancement Courses (SEC), Ability Enhancement Compulsory Courses (AECC).
- 2 All the field work, Internship, dissertation/thesis will be effected through guided learning by allotting a teacher as guide to every student. Workload of above shall be computed per student as per Credit hours of above defined in ordinance.
3. In 4th semester there is a choice in Discipline specific course, the students has to select 02 subjects (04 credit each) or they can take one dissertation (08 credit).
4. 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.

MASTER OF HOTEL MANAGEMENT & CATERING TECHNOLOGY (MHMCT) -2 YEARS Course Structure under Learning Outcome Based Curriculum Framework (LOCF-CBCS) and Multiple Entry Exit										
Semester	Core Course (CC) @ 4credits	Core Course (CC) @4 credits	Core Course (CC) @4 credits	* General Elective @ 4 credits GE (anyone)	Ability Enhancement Compulsory Course (AECC) @ 4 credits	Skill Enhancement Course (SEC) @ 4 credits (04 credits)	Discipline Specific Course (DSE) @ 6 credits each (any 02) (in semester 3 & 4 DSE consist of 04 credits)	Field Project / Internship (FP) @4 / 8 credits course	Total Credits	Exit
I Level 8	CC-MHMCT-101 Introduction to Hotel Industry	CC-MHMCT-102 Disaster and Risk management	CC-MHMCT-103 Current Trends in Hotel Industry	3.GE-MHMCT-101 Principles of Mgt. in Hotel 4.GE-MHMCT-102 Org. Behavior	3. AECC - MHMCT-101 Communication Techniques 4. AECC - MHMCT-102 Major Individual assignment and presentation (Guided Learning)	1. SEC-MHMCT-101 Hotel French –I 2. SEC-MHMCT-102 Personality Development and Soft Skills 3. SEC-MHMCT-103 Business Policy & Corporate Governance	1. DSE-MHMCT-101 Front Office Operations 2. DSE-MHMCT-102 Housekeeping Operations 3. DSE-MHMCT-103 Hygiene & Sanitation in Hotels	FP-MHMCT-101 Hotel and food outlet visit and presentation (GL) (04 credits)	48	

II Level 8	CC-MHMCT-201 Event Planning & Management	CC-MHMCT-202 F& B Control Management	CC-MHMCT-203 Hospitality Marketing	3. GE-MHMCT-201 Hotel Accounting 2. GE-MHMCT-202 Cross Cultural Management	3. AECC - MHMCT-201 Environmental Practices in Hotels 4. AECC - MHMCT-202 Essential Computer Skills for Hotel Professional	1. SEC-MHMCT-201 Hotel French –II 2. SEC-MHMCT-202 Retail Management 3. SEC-MHMCT-203 Tourism Business	1. DSE-MHMCT-201 Food Production 2. DSE-MHMCT-202 Food & Beverage Service 3. DSE-MHMCT-203 Bar operation & Mgt.	FP--MHMCT-301 08 weeks Internship / Industrial Training & Report (08 credits)	52	Post Graduate Diploma in Hotel Management @ 100 credits
III Level 9	CC-MHMCT-301 Human Resource Management in Hotels	CC-MHMCT-302 Entrepreneurs hip and Innovation in Hotels	CC-MHMCT-303 Hotel Project Planning	4. GE-MHMCT - 301 Customer Relationship Mgt. 5. GE-MHMCT - 302 Financial Mgt. in Hotels 6. GE-MHMCT -	3. AECC-MHMCT-301 Major Hotel Chains of India 4. AECC-MHMCT-302 Digital & Social Media Marketing	4. SEC-MHMCT-301 Case Studies in Hospitality Sector 5. SEC-MHMCT-302 Revenue Management in Hotels 6. SEC-MHMCT-	4. DSE-MHMCT-301 Advance Accommodation Mgt. 5. DSE-MHMCT-302 Catering Management 6. DSE-MHMCT-303 Hotel Engineering &	FP-MHMCT-301 Field Project Major small group assignment and presentation from hospitalit	44	MHMCT degree @ 184 credits

				303 Consumer Behavior in Hotels		303 Hotel Material Managem ent	Maintenance	y sector (GL)		
IV Level 9	CC- MHMCT- 401 Event Production & Logistics Planning	CC-MHMCT- 402 MICE & Specialized Events in Hotels	CC- MHMCT- 403 Research Methodolo gy	4.GE- MHMCT - 401 Specialize d Catering Managem ent 5.GE- MHMCT - 402 Hospital Managem ent 6.GE- MHMCT - 403 Forex Managem ent	1. AECC - MHMCT-401 Food Service Quality Management 2. AECC - MHMCT-402 New Businesses Avenues in Hospitality	1. SEC- MHMCT- 401 Business Analytics 2. SEC- MHMCT-402 Sustainability in Hotel Operations 3. SEC- MHMCT-403 Ethnic Foods of India	5. DSE- MHMCT- 401 Hotel Marketing Research & Sales 6. DSE- MHMCT- 402 Crisis and Disaster Management 7. DSE- MHMCT- 403 Employee Training & Development Or 8. DSE- MHMCT- 404 Dissertation in specialized area & Viva Voce	-	40	

Note: 1. Credits (C), Core Courses (CC); Discipline Specific Elective Courses (DSE); General Elective Courses (GE); Skill Enhancement Courses (SEC), Ability Enhancement Compulsory Courses (AECC).

2 All the field work, Internship, dissertation/thesis will be effected through guided learning by allotting a teacher as guide to every student. Workload of above shall be computed per student as per Credit hours of above defined in ordinance.

3. in Semester 02 the **FP--MHMCT-201- 08 weeks Internship / Industrial Training & Report** will be of 08 credits.

3. In 4th semester there is a choice in Discipline specific course, the students have to select 02 subjects (04 credit each) or they can take one dissertation (08 credit). (Note in semester 1 & 2 the DSC courses are of 6 credit each)

4, 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-hours duration (30%) and assignments-presentations (10%) of the credit and the rest (50 %) through End term Examination.

4. Eligibility for Admission

4.1 A student who has passed Bachelor's Degree in any discipline from this University or equivalent degree recognised by the Kurukshetra University shall be eligible to join the First Semester of the Programme.

4.2 A student who has passed four years Bachelor's degree in Research/Honours in Tourism/ Hotel from this University or equivalent degree recognised by the Kurukshetra University shall be eligible to join the Third Semester of the Programme.

4.3 A student holding PGTTM/PGDHM (of minimum one-year duration) from this University or equivalent degree recognised by Kurukshetra University shall also be eligible to join the Third Semester of the MTTM and MHMCT programmes respectively.

4.4 The Department can offer any Course of MTTM /MHMCT as a Short-Term Value-Added Course. The seats, mode of admission and fees for the same shall be separately decided by the department.

5. Assessment & Evaluation

5.1 Every candidate shall be examined in the courses as laid down in the Scheme of Examination and Syllabus prescribed by the Academic Council from time to time through a system of Comprehensive Continuous Assessment (CCA) using a mix of Internal and External evaluation. The Internal and External Assessment for different courses of the programme shall carry a weightage of 50 % each except for the courses where a different weightage is specifically provided in the syllabus.

5.1.1 Internal assessment shall have 50% weightage based on the following clearly defined components:

- (i) Class Participation 10%
- (ii) Mid-term exam 25 % (of Two Hours Duration)
- (iii) Assignments-presentations 15 %

5.1.2 External assessment i.e. remaining 50 % of total assessment will be based on End Term Semester Examinations of 3 hours duration for each course. The students will have to mandatorily appear in the external examinations to qualify a course.

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

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

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

5.4 The marks obtained by a candidate for the Internal Assessment/Field Survey/Training Reports/Dissertation shall be carried forward if s(he) is permitted to re-appear for the purpose of passing the examination.

5.5 The Chairperson of the Department shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University, up to six months from the date of declaration of Semester Examination results.

6. Eligibility for Examinations

6.1 The First/Second/Third/Fourth Semester Examination shall be open to a regular student who:

- (a) has passed the requisite qualifying examination as laid down in Clause 4 above, if s/he is a candidate for the First Semester Examination or has passed the preceding Semester Examination if s/he is a candidate for the Second/Third/Fourth Semester Examination respectively. This is, however, subject to Clauses 7 & 8;
- (b) has been on the rolls of the Department of Tourism and Hotel Management during both semesters preceding the Examination.
- (c) has attended not less than 75% of lectures in each course. This requirement shall be fulfilled separately, for each course. The lectures are to be counted as per notified teaching schedule that can extend up to the day before the commencement of examinations. A deficiency of up to 10% in each paper may be condoned by the Chairperson of the Department on sufficient grounds.

Note: A candidate who has not attended the requisite percentage of lectures for any course (s) will not be eligible to take the examination in the concerned course (s) only.

6.2 The examinations for the odd semesters i. e. First and Third semesters shall ordinarily be held in the month of December and for the even semesters i. e. Second and Fourth Semesters in May/June, on such dates as may be notified by the Controller of Examinations from time to time.

Supplementary examinations will be held for Re-appear candidates as under:

Semester	When held
(a) First Semester	Along with the Third Semester
(b) Second Semester	Along with the Fourth Semester
(c) Third Semester	Along with or after the Fourth Semester
(d) Fourth Semester	Along with or after the Third Semester
(e) Any Semester	Flexi exam on the request of the candidate on a special fee prescribed by the university from time to time

6.3 The last date(s) by which the examination forms shall be uploaded on the examination portal shall be as per the schedule notified by the Controller of Examinations from time to time.

7. Duration for Passing the Programme and Rules for Reappear

7.1 A candidate can complete the MTTM /MHMCT and PGDTTM/PGDHM within 7 years of passing the programme or as per the time period stipulated in the Academic Bank of Credit (ABC) for accumulation of credits from time to time. Registration of students on Academic Bank of Credits (ABC) is compulsory.

7.2 A candidate who has completed the prescribed course(s) of a programme in the department for any Semester but does not appear in the examination, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department to appear/ re-appear in the Semester Examinations/course(s) as the case may be, at the next regular examination for that Semester when such examination(s) are held, without attending the course(s) again.

8. Conditions for promotion to Higher Semester

8.1 A candidate will be allowed to join Third Semester Class only if he/she clears a minimum of 50% Theory papers of the First and Second Semester examinations taken together. However, such a candidate may pursue his/her studies for the next higher Semester(s) and appear in the examination(s) for the same along with the examination for the lower Semester(s).

If a candidate fails to pass any Semester Examination even in the second chance as mentioned above, his pass credits will be accumulated on the Academic Bank of Credit (ABC) and he can pass the

remaining exams any time within 7 years or as stipulated in the Academic Bank of Credit (ABC) from time to time.

8.2 A candidate, whose result is declared late for no fault of his, maybe permitted provisionally to attend classes of the next higher Semester at his own risk and responsibility, subject to his passing the concerned Semester Examination. In such a case, the lectures will be counted from the date a candidate starts attending classes. In case a candidate fails to pass the concerned Semester Examination his/her attendance/Internal Assessment in the next higher Semester in which he/she was allowed to attend classes provisionally shall stand cancelled.

9. Eligibility for Degree

9.1 A candidate must pass all the four Semester Examinations of the MTTM/MHMCT programme (two semesters for PGDTTM / PGDHM). However, the candidate can reappear or avail the benefit of exit till the permissible period of accumulation of credits on the Academic Bank of Credit (ABC) failing which s/he will be deemed to be unfit for the MTTM/MHMCT /PGDTTM /PGDHM programme.

However, a candidate will be allowed to attend regular classes and stay on the campus only for the total duration of a programme.

9.2. A candidate, who discontinues his/her studies at any point of time may be permitted to join the remaining studies and complete balance credits as per Clause 8.1.

9.3 The candidate(s) for the MTTM /PGDTTM programme shall be required to undertake a Field Survey at a Tourist Centre(s) and on the dates approved by the Chairperson of the Department after the First Semester Examinations. The duration of the Field Survey shall be a minimum of ten days including journey days. The students may carry out survey individually or in groups. They shall be required to submit proof of travel like tickets, accommodation receipts etc. in the Department. They shall be required to submit a comprehensive report (hard copy and soft copy in PDF) on the tourist centre (s) visited at least 20 days before the commencement of the Second Semester examination. The evaluation of the Field survey shall be done jointly by a panel of two Examiners (External & Internal) on the basis of the report and Viva-Voce based on the Evaluation rubrics in Annexure 1. The report and viva voce shall carry equal weightage.

9.4. (i) The candidate(s) for MTTM/PGDTTM programme shall be required to undergo eight weeks of Internship after the Second Semester Examination in Tourism/ Related Enterprise approved by the Chairperson of the Department. They shall be required to submit one copy (hard copy and soft copy in PDF) of the training report in the Department in the Third Semester (after the second semester for students seeking exit) respectively within 30 days after the completion of training. The evaluation of the Internship shall be done jointly by a panel of two Examiners (External & Internal) on the basis of the report and Viva-Voce based on the Evaluation rubrics in Annexure 1. The report and viva voce shall carry equal weightage.

(ii) Whereas the candidate(s) for the MHMCT / PGDHM programme shall be required to undertake an Internship / Industrial Training at reputed hotel or allied sector organizations on the dates approved by the Chairperson of the Department after the second Semester Examinations. The duration of the training shall be a minimum of 08 weeks. The student is required to submit proof of training certificate after the completion of training in the Department. They shall be required to submit a comprehensive report (hard copy and soft copy in PDF) within 30 days after the completion of training. The evaluation of the training report shall be done jointly by a panel of two Examiners (External & Internal) on the basis of the report and Viva-Voce based on the Evaluation rubrics in Annexure 1. The report and viva voce shall carry equal weightage.

9.5. A student can opt for a Major Research Project in lieu of two Discipline Specific Electives (DSE) courses in the Fourth semester. A student shall submit a request for the project within one month

of commencement of the third semester. The staff council of the department shall allot a teacher as a guide for the project in the third semester. The synopsis of the Project shall be approved by the Staff Council on the recommendation of the guide in the Third semester. The candidate shall be required to submit one copy of his/her Project (hard copy and soft copy in PDF) to the department before the commencement of the Fourth Semester Examinations. However, on the recommendation of the Chairperson of the Department and in exceptional cases, the Vice-Chancellor/Controller of Examinations shall have the power to extend the last date for receipt of the Project along with late fees to be decided by the university from time to time. The major research project shall be evaluated jointly by a panel of two Examiners (External & Internal) on the basis of the report and Viva-Voce based on the Evaluation rubrics in Annexure 1. The report and viva voce shall carry equal weightage.

9.6 A student can opt for online courses up to 40 % as per university guidelines prevailing from time to time from Swayam and other online platforms. The credits for these courses will be added for the completion of the degree/certification.

9.7 The medium of instruction and examination shall be English.

10. Examinations and Result

10.1 The question papers shall be set and the answer books shall be examined by the External/Internal paper-setter (s) as the case may be.

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

10.3 The Controller of Examinations shall publish a list of candidates who have passed the Semester Examination at an early date.

10.4 Unless otherwise provided in the Ordinance for relevant examination, the minimum Semester Grade Point Average (SGPA) and CGPA (Cumulative Grade Point Average) required for the continuation of registration and the award of the degree is 4.00.

10.5 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 a 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 have failed in the examination/course(s). Such a candidate will be required to re-appear in that examination/course(s) within the permissible chances given in the concerned Ordinance for obtaining a pass grade.

- (2) If 'F'/'Ab' Grade is awarded to a candidate in a major project, he/she will get only one more chance to repeat the project work at the end of the next Semester. However, if a candidate still gets 'F'/'Ab' Grade in a major project, the same will not be eligible for the award of a degree.
- (3) 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.

11. 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.

12. Improvement

A candidate who has passed the MTTM/MHMCT /PGDTTM/PGDHM programme is allowed to improve their result by appearing in the scheduled semester examination(s) according to the rules and syllabus prevailing at that time as an ex-student at the fees prescribed by the university from time to time. A candidate is allowed to make repeat attempts within 7 years of passing the programme or as per the time period stipulated in the Academic Bank of Credit (ABC) scheme for accumulation of credits from time to time if registered with ABC.

13. Pursuing One More Academic Programme with MTTM / MHMCT

A student of MTTM / MHMCT can pursue one more academic programme as per UGC Guidelines April 2022, regarding two academic programmes at master's degree level as per General Rules appearing in K.U. Calendar Vol. II, 2014.

14. Others

A successful candidate may publish original results of the Training/Survey/Project Reports/Dissertation, if permitted by the Chairperson of the Department/Guide as a paper, in a Journal of repute.

15. The Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

ANNEXURE 1

Template-Evaluation rubrics

Learning level Evaluation scale (1-4) (1; <30%, 2; 30-59%, 3; 60-70 %, 4; > 70 %) [% is to be computed on absolute marks]	Beginner (1)	Progressing (2)	Proficient (3)	Excellent (4)
Class participation (Discussions, raising relevant issues, analysis, synthesis, updated readings)	Rarely	Sometimes	Often	Always
Assignment and presentation (Introduction, Research, Conclusions, Writing, speaking/body language, use of PowerPoint)	Vague/irrelevant	Somewhat clear and relevant	Clear and relevant	very Clear and relevant
Practical- (Set up an experiment, demonstrate, explain, write journal)	Not able to perform tasks	Good ability to perform tasks	High ability to perform tasks	Very high ability to perform tasks
Mid-Term Exam (Completeness, Understanding, Argument, Structure and writing)	Below Average	Average	Good	Very good
End-Term Exam (Completeness, Understanding, Argument, Structure and writing)	Below Average	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 and 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 and application of research

Template**Learning Outcome-based evaluation - [Name of the Course]****Number of Credits**

Students	Student scores and learning levels against Course Outcomes (CO's) (Evaluation scale 1-4 (1; <30%, 2; 30-59%, 3; 60-70 %, 4; > 70 %)) [% to be computed on absolute marks]				
	Class Participation (Marks between 0-10)	Assignments and presentations (Marks between 0-15)	Mid-Term Exam (Marks between 0-25)	End-Term Exam (Marks between 0-50)	Aggregated (Marks between 0-100)
1.	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on
2.					
3.					
4. and more					

Course Outcomes

CO 1- As per the syllabus.

CO 2- As per the syllabus

CO 3- As per the syllabus

CO 4 and more- As per the syllabus

***ORDINANCE-BACHELOR OF TECHNOLOGY (B.TECH.)(SEMESTER SYSTEM)
EXAMINATION (CREDIT BASED SYSTEM)
(applicable for UIET/Department of Instrumentation/affiliated Colleges) (w.e.f. session
2022-23).**

1.1 The duration of the course leading to the Degree of Bachelor of Technology (B.Tech.) Electrical & Instrumentation Engg./Electronics & Communication Engg./Computer Science Engg./ Mechanical Engg./Biotechnology shall be four academic years, comprising of eight Semesters. Each academic year shall be divided into two Semesters i.e., July to November/December and January to May/June

1.2 The End Term Examination (Major Tests) for the odd Semesters (I/III/V/VII) shall ordinarily be held in the month of December/January and for the even semesters (II/IV/VI/VIII) in the month of May/June, on the dates to be notified by the Examination Branch.

1.3 The theory examination in each semester will be based on the syllabus and scheme of examination as prescribed by the Academic Council from time to time. The examination shall consist of:

- (a) Major tests (End Term Examination)- the papers to be set and answer-books to be evaluated by examiners approved by concerned BOS.).
- (b) Minor Tests- the papers to be set and answer-books to be evaluated by the teachers of the various subjects in the concerned Department/ Institute/ UIET.

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

3. A student who has passed one of the following examination of this University or an examination recognized as equivalent thereto, shall be eligible to join the relevant B.Tech. First Semester Course, as indicated against each:

For Electrical & Instrumentation Engg.

- (i) the minimum eligibility conditions and admission criteria as prescribed in the Admission Brochure issued under the authority of Haryana State Counseling Society/Directorate of Technical Education, Haryana, from time to time.

OR

- (ii) have passed Diploma Course in Engineering/Technology of three year duration or more from State Board of Technical Education, Haryana or its equivalent Diploma Examination.

**FOR ELECTRONICS & COMMUNICATION ENGG./COMPUTER SCIENCE ENGG./
MECHANICAL ENGG./ BIO-TECHNOLOGY:**

- (i) That the candidate has passed (10+2 Examination) from recognized Board/ University with Physics & Mathematics as compulsory subjects alongwith one of the following subjects:

(a) Chemistry; (b) Bio-Technology;

(c) Computer Science; (d) Biology

For admission to B.E./B.Tech.; Bio-Technology, the candidate should be a pass in 10+2 examination with Physics and Mathematics or Biology as compulsory subjects alongwith any one of the following subjects;

* Approved vide Executive Council Resolution No. 20(60) dated 30.12.2022.

- (a) Chemistry; (b) Bio-Technology;
(c) Computer Science

Obtained at least 45% marks (42.75% for SC candidates) in the above subjects taken together.

- (ii) Admission on migration to the Third Semester may be allowed, in the beginning of the Session, to candidates who are permitted to migrate in accordance with the rules framed by Kurukshetra University.
- (iii) Candidates must have passed Diploma in Engineering/ Technology course in any discipline of a duration 3 years or more from an AICTE approved institution with atleast 45% marks in the aggregate (42.75% in case SC candidates) of all semesters may be allowed Lateral Entry at 3rd Semester of B.Tech. Degree Course.

Note: Candidates with Diploma in Architecture are eligible to seek admission under Lateral Entry Programme only for B.E./B. Tech. Civil Engineering.

4.1 The courses of study and the subjects of examination in each semester shall be as approved by the Academic Council from time to time.

4.2 Each academic programme will have a certain number of credits which will reflect its weightage. A student's performance/ progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed rules/guidelines for implementation of Credit System of study and award of Grades are at Appendix-II in the K.U. Cal. Vol.II.) .

4.3 All evaluations of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as decided by the Staff Council and/or indicated in the scheme of examination and added to get total marks secured on a 100 point scale. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree.

4.4 Credits of a course will be evaluated as under :-

- (a) For all lecture courses, one credit per lecture per week (Semester-wise) will generally be adopted.
- (b) One laboratory hour per week (Semester-wise) will be assigned half credit. Course with odd numbers of laboratory hours having fractional credits will be accepted. The courses having 1.5 hour Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses.

5.1. The grade awarded to a student in any particular course will be based on performance of the student in Minor Tests (best two out of three), co-curricular activities (assignments, attendance, Viva-Voce, lab. work, seminar, workshop presentation, group discussions, quiz etc.) and Major Test at the end of semester. The distribution of the weightage will be as under or as approved by the concerned Board of Studies and inserted in the relevant scheme of examination:-

Minor Test (two best)	30% (15% each test)
Co-curricular Activities	10%
Major Test	60%

5.2 The Director/Chairperson of the Institute/Department **concerned** shall forward the soft as well as hard copies of the final awards of the Minor and Major tests of the students to the Examinations Branch.

5.3 The Examinations Branch will prepare and declare the grade/ result and will notify.

5.4 End Term Examination (Major Tests) shall be open to a regular student who :

- (a) has been on the rolls of the Institute during the semester.
- (b) has his Examination form submitted in the office of the Institute duly countersigned by the Director of the Institute on the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the lectures in each paper, seminar, case discussion, field trips, tutorials, etc. This requirement shall be fulfilled separately for each course of study. A deficiency upto 10% may be condoned by the Director/ Chairperson of the Institute/Department in a very hard and deserving case.

6.1 The minimum percentage/grade of marks to pass the examination in each semester shall be :

- (i) Grade 'D' in each Major test;
- (ii) Grade 'D' in each practical subject/Seminar/Project Work/Dissertation Work etc; and
- (iii) Grade 'D' in the aggregate of Minor and Major Tests for each theory/practical paper.

Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate over all the Semesters i.e. I to VIII. The conversion factor for conversion from SGPA/CGPA to percentage of marks shall be 10.

6.2 A candidate failing in Minor test will not be allowed to re-appear in Minor test. A candidate who fails in combined Major test and Minor test will have re appear in the Major test only and his Minor test marks will be carried forward. A candidate who has failed in one or more paper(s) or fails to appear in End-Term Examination (ETE), shall be allowed two additional chances only to pass the ETE, subject to clause 8 below.

7. The grading of academic performance will be as under :-

Academic Performance	Letter Grades	Grade Points (P)
Outstanding	A+	10
Excellent	A	9
Very Good	B+	8
Good	B	7
Average	C+	6
Below Average	C	5
Marginal	D	4
Poor	E	2

Very Poor	F	0
Audit Pass	AP	-
Audit Fail	AF	-
Incomplete Course	I	-
Incomplete Project/ Dissertation	X	-
Satisfactory (only for Dissertation)	S	
Unsatisfactory (only for Dissertation)	U	
Withdrawal (other than Dissertation)	W	
Non-Completion of Course Requirement and/or Training	Z	

Note : 1. Pass Grade is Grade 'D' or higher grade.

2. Grade 'E' and 'F' are fail grades.

3. Students detained for not fulfilling the requirement of attendance shall be given 'F' grade.

8. If a candidate has, after attending the course of studies in the Institute and being eligible, either not appeared or appeared in any Semester Examination and failed in one or more courses for that examination, he can appear for such course(s) at subsequent examinations, when held as per clause 1.3, without attending a fresh course of studies for that Semester in the Institute according to the Syllabus for regular students in force, unless decided otherwise by the Vice-Chancellor in case of major change in syllabus. Such a candidate may, in the meantime, prosecute his studies for the next higher Semester(s) and appear in the examination(s) for the same alongwith the examination for the lower Semester(s).

Provided that a candidate shall not be allowed to attend classes in the Semesters mentioned in Column (a) below unless he has fulfilled the attendance requirements as per Clause 5 for all the courses of the Semesters, mentioned in Column (b) below and shall be required to repeat the studies of the course(s) in which he has failed to achieve the attendance requirements whenever the courses are offered by the College :-

(a)	(b)
3 rd Semester onwards	1 st and 2 nd Semester
5 th Semester onwards	3 rd and 4 th Semesters
7 th Semester onwards	5 th and 6 th Semesters

Provided further that after completion of their studies for the whole duration of the course upto 8th Semester, the candidates will be allowed to appear in examination as an ex-student for the left out papers.

Provided still further that a candidate who fails to pass the B.Tech. Examination within a period of eight years of his admission to the course, shall be deemed to be unfit for the Bachelor of Technology course at this University.

9. The medium of instruction and examination shall ordinarily be English except otherwise decided by the Board of Studies. The question paper will be set in English, except otherwise decided by the Board of Studies concerned and approved by Academic Council.

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

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

11. The topic of Project/ Training/ Seminar/ comprehensive viva-voce, wherever applicable will be approved by the Departmental Committee which will comprise of Director/Chairman and two senior most teachers of the department/ Institute. The evaluation will be done by the examiners recommended by BOS. The candidate shall be required to submit three copies of project/ training report to the Director/ Chairperson of the Institute/ department before the commencement of End term Examination of the relevant semester.

12. The candidate shall be required to undergo practical training/ intrenship wherever required/provided in the scheme of examinaiton in a business enterprise/organization approved by the Chairperson of the Institute/Department. He shall be required to submit a compreshensive report within one month of completion the training. Training Report will be completed under the supervision of the officer of the company/ institution under whose guidance and supervision the training was completed by the candidate in that Institute. The candidate will add supervisor's certificate in the beginning of the report stating that the report is an out-come of work done by the candidate during his/her training.

13. Each successful candidate shall receive result card on having passed the semester examination.

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

Transitory provision :

Candidates admitted to the Bachelor of Technology (B. Tech.) Instrumentation under Semester System (non Credit based) in the academic session 2006-07 or earlier shall be governed by the old rules.

***ORDINANCE -POST GRADUATE DIPLOMA IN WOMEN'S STUDES EXAMINATION
(ANNUAL SYSTEM)**

Under Choice Based credit System/LOCF w.e.f. 2020-21

- 1.1 The duration of the course leading to the Post Graduate Diploma in Women's Studies shall be one academic year. The examination shall ordinarily be held annually in the month of April/May.
- 1.2 Supplementary Examination will be held in December/January in the same year for re-appear candidates who have failed in not more than 50% of the total theory papers of the Annual Examination.
- 1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations.
2. The last date(s) by which the Examination forms and fees must reach the Examination enquiry shall be as per schedule at Appendix-I in K.U. Calendar Vol. II.
3. A person who has passed Bachelor degree examination in any discipline with at least 50% marks or CGPA 6.0 under grading system, shall be eligible to join this course.
4. Every candidate shall be examined according to the scheme of examination and the syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise, by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.
- 5.1 The examination shall be open to a regular student who:
 - (a) has passed the requisite qualifying examination as laid down in clause 3 above, or is covered under clause 6 below; and
 - (b) has his/her Examination form submitted to the Examination Branch through Director, Women's Studies Research Centre and produces the following certificates:
 - (i) of good character
 - (ii) of having attended not less than 75% of the full course of lectures delivered in each paper and practical separately (the course to be counted upto the day before the commencement of the examination).

Provided that a candidate who has not attended the requisite percentage of lectures for any paper(s) will be eligible to take the examination in the remaining paper(s).
- 5.2 A deficiency in the prescribed course (lectures or tutorials) may be condoned by the Director Women's Studies Research Centre as under: -
 - (a) Lectures : Up to 15% of delivered in each paper.
 - (b) Tutorial Assignments : Up to 15% of total conducted.

These shall also include loss of attendance due to participation in Cultural and Sports Assignments etc. Provided that a student who participate in the Inter-University

* Approved vide Executive Council Resolution No. 20(62) of 30.12.2022.

Tournaments/Youth Festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, fails below 50%.

- 6.1 A student who has completed the prescribed course of instruction in the Centre but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Director, Women's Studies Research Centre, to appear/re-appear in the said examination/papers(s), as the case may be, as an ex-student without attending a fresh course of instruction, only twice, subsequent to the Annual examination in which he/she was due to appear. While reappearing in the examination, the candidate shall be exempted from reappearing in the papers(s) in which he/she has obtained at least 4.0 grade point.
- 6.2 A candidate who fails to pass Post Graduate Diploma in Women's Studies examination within a period of three years of his/her admission to the course, shall be required to repeat the course de novo.
7. The amount of examination fee to be paid by a candidate shall be as prescribed by the University from time to time.
A candidate, who re-appears in one or more paper(s), shall pay fee as for the whole examination.
8. The medium of instruction and examination shall be English/Hindi.
- 9.1 Each candidate shall be required to submit one copy of his/her Field Work Report in Paper(s) concerned in the Women's Studies Research Centre latest by 30th January. However, the period for submission of Field Report may be extended on the recommendation of the Director of the Centre with late fee of Rs. 500/- or as may be prescribed by the University from time to time. If a candidate fails to submit the Field Training Report even upto the extended period, he/she shall be considered to have absented in the Field Report and his/her result shall be declared accordingly. In the absence of Field Report, the Diploma will not be awarded.
- 9.2 The Field Report shall be evaluated by the teacher concerned. The marks obtained by the candidate in Field Work duly countersigned by the Director, Women's Studies Research Centre shall be forwarded to the Examination Branch at least one week before the commencement of the relevant examination.
10. Award of grades and the corresponding grade points to be given to a candidate will be based on Absolute marks taking into account all the courses undergone by the candidate. 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

11. The minimum grade point required to pass each theory paper shall be 4.00 and minimum CGPA required to pass the examination for award of diploma shall be 4.00.

12. As soon as possible, after termination of the examination, the Controller of Examination shall publish the result. Detailed Marks Cards/Certificates will be issued by the Results Branch.
13. The result of the candidates who have passed the Post Graduate Diploma in Women's Studies examination, shall be presented through CGPA on the basis of the grade points obtained in the examination.

***ORDINANCE- DIPLOMA IN SANSKRIT LANGUAGE (SEMESTER SYSTEM) under
Credit Based System (CBS) (w.e.f. the session 2022-23)**

1. This Ordinance is based on National Education Policy (NEP) 2020 and will be effective from the session 2022-23.
2. The duration of the programme leading to award of Diploma in Sanskrit Language shall be one year consisting of two semesters.
3. The examination shall be held twice in an academic session ordinarily in the month of December and May next year in the online/physical mode as decided by the Staff Council of the concerned Department/availability of teaching faculty/instructions imparted by the Controller of the examinations from time to time. The dates fixed under this clause shall be notified by the Controller of Examinations.
4. There shall be actual teaching for a minimum of 13-15 weeks (90 days) in each semester excluding admission, preparation and examination days. Teaching & Learning will be held in the Physical/Online mode.

Eligibility for admission

5. A person who has passed Senior Certificate Examination (10+2 Standard) of the Board of School Education Haryana or an equivalent examination i.e. shall be eligible for the course.
6. A person of any age whether in job can also take admission to this course, if otherwise eligible. To take admission in this course, Migration Certificate is not required.

Eligibility for appearing in the examination

7. A candidate who possesses the qualifications laid down in Clause 5 above, has been on the rolls of the Department/recognized College for the course during the academic year preceding the examination, and produces the following certificates signed by the Chairperson of the Department/Principal of College concerned, shall be eligible to appear in the examination:
 - (a) of good character;
 - (b) of having attended not less than 75% of the full course of lectures (the course to be counted up to the day before the commencement of the examination).
8. (i) A deficiency in the prescribed lectures may be condoned by the chairperson of the Department up to 15% in each paper on valid grounds.
 - (ii) These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participates in the Inter-university Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance after condonation on all counts, falls below 50%.
9. A student who has completed the prescribed course, but does not appear in the examination, or, having appeared in the examination, has failed, may be allowed to appear in the examination as an ex-student for three consecutive years without attending a fresh course of instruction, on payment on each occasion, of the same as prescribed in Clause 11 below.
10. The amount of examination fee to be paid by a candidate shall be the same as prescribed by the Controller of Examinations from time to time.

* Approved vide Executive Council Resolution No. 32 (20) of 22.08.2023.

11. The examination shall be held according to the syllabus prescribed by the Academic Council. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless otherwise 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.
12. The medium of instruction and examination shall be English and Japanese.
13. The minimum percentage/grade of marks to pass the examination in each semester shall be Grade P in each theory paper.
14. While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least Grade P.
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. The grade and the corresponding grade point will be awarded to a candidate on the basis of absolute marks taken by him in all the papers/practicals 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 obtaining Grade F or Ab will be considered to have failed in the examination/papers (s). Such a student will be required to re-appear in that examination /paper(s) within the permissible chances as per Clause-6 for obtaining Pass Grade.
 2. A student who has not completed required percentage of lectures in a paper will also be awarded Grade 'F'. Such a student will have to repeat that paper(s) to complete the attendance requirement.
17. Academic Bank of Credits may be created of each student for the deposit of Credits/Result.

***ORDINANCE—BACHELOR OF HOTEL MANAGEMENT & CATERING TECHNOLOGY
(BHM&CT (CBCS-LOCF) EXAMINATION (*Under 10+2+4 Scheme*)
(*Semester System*) w.e.f. Session 2020-2021**

- 1.1 The duration of the course of instruction for the award of Bachelor of Hotel Management & Catering Technology (BHM&CT) Degree shall be four academic years, comprising of eight semesters. Each academic year shall be divided into two semesters i.e. July to December and January to May/June.
- 1.2 Main as well as supplementary examinations for the First, Third, Fifth and Seventh semesters shall be held in December/January and for the Second, Fourth, Sixth and Eighth semesters in May/June.
- 1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.
2. The last date(s) by which Examination-forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.
- 3.1 A candidate shall be eligible to join the First Semester of Bachelor of Hotel Management and Catering Technology Course, if he has passed Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana or of any other Board/Institution recognized as equivalent thereto by the University.
- 3.2 A candidate who has passed 3-year Diploma in Hotel Management & Catering Technology after 10+2 examination, with at least 50% marks in aggregate from the State Board of Technical Education or Board recognized as equivalent thereto by the Kurukshetra University shall be allowed to join the Fifth semester of the course under lateral entry system.
4. A person who has passed the semester I and II or III and IV or V and VI shall be eligible to join the semester III, V and VII respectively of the course. This is, however, subject to the provisions made Clause 8.
5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.
- 6.1 The courses of study and the subjects of examinations shall be as approved by the Academic Council from time to time. The examination shall consist of :
 - (a) **Written Papers:** Written papers to be set by the Paper-setters duly recommended by the concerned Board of Studies. If question paper is not received two weeks before the commencement of the examination, it will be got set from another Paper-setter duly recommended by the Chairperson concerned. The Answer-books will be evaluated by the examiners duly recommended by the Board of Studies.
 - (b) **Practical Examinations:** Examinations in Practicals/viva-voce shall be conducted by the Examiners duly recommended by the concerned Board of Studies.

* Approved vide Executive Council Resolution No. 32 (24) of 22.08.2023.

- (c) **Sessionals:** Each theory paper in each semester shall have 30% marks for Internal Assessment/Sessional Work. The internal Assessment/Sessional Work shall be evaluated by the teachers concerned on the basis of following activities:
- | | |
|---------------------------------------|----------|
| (i) Class test (Two of 10 marks each) | 20 marks |
| (ii) Class Attendance | 3 marks |
| (iii) Class Work/Participation | 3 marks |
| (iv) Assignment | 4 marks |
- 6.2 Attendance to the extent of 10% for the award of Sessional marks can be given on account of :
- participation in sports/games/cultural activities etc. certified by the Chairperson of the Department/Principal of the College concerned.
 - taking a competitive examination/appearing in interviews held by Govt. Organizations/public Ltd. Companies subject to the satisfaction of the Department/College.
- 6.3 The Chairperson/Director/Principal of the Department/Institute shall forward the soft as well as hard copies of the final awards of the internal assessment based on minor test (best two out of three) and co-curricular activities (assignments, attendance, viva-voce, lab. work, seminar, workshop, presentation, group discussions, quiz etc.) of the students to the Examination Branch.
- 6.4 The Chairperson of the Department/Principal of the College shall preserve the record on the basis of which the Internal Assessment/ Sessional awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.
- 7.1 The First/Second/Third/Fourth/Fifth/Sixth/Seventh/Eighth Semester examinations shall be open to a regular student who has :
- passed the requisite qualifying examinations as laid down in Clause 3, or is covered under clause 4 or 8;
 - remained on the rolls of the Department/College during one semester preceding the examination; and
 - his/her Examination form submitted to the Examinations Branch through the Chairperson of the Department/ Principal of the College concerned and produces the following certificates:
 - of good character;
 - of having attended not less than 75% of the full course of lectures delivered in each paper and practical separately in each semester (the course to be counted up to the day before the commencement of the examination).
- Provided that a candidate who has not attended the requisite percentage of lectures will be detained by the Department/Institute to take Major Test in the concerned paper unless he/she repeats the course in the paper(s) concerned and obtains requisite attendance.
- 7.2 The Chairperson of the Department/Principal of the College concerned may condone deficiency in the prescribed course upto 10% of lectures delivered in each paper on the sufficient grounds.
- 8.1 If a candidate has, after attending the course of studies in the Department/College and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the college. Such a candidate may in the meantime, pursue his studies for the next higher semester(s) and appear in the

examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Principal of the College concerned. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s)/practical(s) in which he/she has obtained pass marks.

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

- 8.2 A candidate who fails to pass all the examination (First, Second, Third, Fourth, Fifth, Sixth, Seventh & Eighth semesters) within eight years of his admission to the course, shall be required to repeat the course *de novo*.
9. The amount of examination fee to be paid by a candidate for each semester shall be as prescribed by the University from time to time. A candidate, who re-appears in one or more paper(s)/practical(s)/ semester(s) for the purpose of passing, shall pay fees as for the whole examination.
10. The medium of instruction and examination shall be English.
11. The minimum percentage/grade of marks to pass the examination in each Semester shall be:
 - (i) Grade 'P' in each Major Test;
 - (ii) Grade 'P' in each practical examination or Dissertation or Project Report/Training Report/Field Work or Viva-voce etc., where prescribed;
 - (iii) Grade 'P' in the aggregate of Minor and Major Tests for each theory/practical paper.
- 11.1 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s)/Project/Training/Field Work in which he/she has obtained at least Grade 'P' including Minor Test Grade, as indicated in (i), (ii) and (iii) above. Such a candidate will not be required to re-appear in Minor Test.
12. Unless otherwise provided in the Ordinance for relevant examination, the minimum Semester Grade Point Average (SGPA) and CGPA (Cumulative Grade Point Average) required for the continuation of registration and the award of degree is 4.00.
13. 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 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) 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.
 - (3) 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.

14. The BHMCT course shall comprise two industrial trainings for on the job learning.

- 6 Months Hotel Industrial Training (20 – 22 weeks) (in 5th semester) and
- 20-22 weeks On-the-job training (in 8th semester)

A Training /Dissertation report with valid training certificate along with handwritten logbook would have to be submitted within twenty days after the of completion of training. In case of delay in submission, permission would be required as per University rules.

The evaluation of the training will be done on the basis of report submitted /viva voce and is to be conducted jointly by external an internal examiner. The examinations shall be approved by the U.G. Board of Studies. The training and report viva voce will be of 20 credits & of 500 marks in both the 5th semester and 8th semester. If a candidate fails to submit the training report up to the extended period, he/she shall be considered to have absented in the training evaluation and his/her result be declared accordingly.

15. **Guidelines for Awarding Degree (s)**

An undergraduate degree in Bachelors in Hotel Management & Catering Technology Programme (BHMCT Programme) under Learning Outcome Based Curriculum & Choice based credit system (LOCF/CBCS) will be awarded if the student complete 22 Core courses / papers in the discipline + 2 AECC courses + 6 SEC courses + 8 DSE courses / papers.

16. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates. The Detailed-Marks-Cards will be issued by the Result Branch.
17. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of the BHMCT (LOCF / CBCS) Course which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

***ORDINANCE**
POST GRADUATE DIPLOMA IN HOSPITALITY AND EVENT MANAGEMENT (PGDHEM)
(SEMESTER SYSTEM)
UNDER LEARNING OUTCOME BASED CURRICULUM FRAMEWORK- CHOICE BASED CREDIT
SYSTEM (LOCF-CBCS) AND MULTIPLE ENTRY-EXIT FORMAT
(w. e. f. Session 2022-23)

This Ordinance is based on National Education Policy (NEP) 2020 and will be effective from the Academic Session 2022-2023.

1.1 The duration of the Level 8 programme for the award of degree of Post Graduate Diploma in Hospitality and Event Management (PGDHEM) shall be one academic year. The year shall be divided into two semesters i.e., July to November/December and January to April/May.

1.2 There shall be actual teaching for a minimum of 13-15 weeks (90 days) in each Semester excluding admission, preparation and examination days.

2. Key Terms

2.1 Academic Year and Semester: One academic year constitutes of (one odd and one even) semester. A semester will consist of 13-15 weeks of academic work equivalent to 90 actual teaching days.

2.2 Credit: One credit means one hour of theory or one hour of tutorial or two hours of laboratory work per week for the duration of a semester (13-15 weeks). 1 Credit will carry 25 marks.

2.3 Learning Outcome Based Curriculum Framework (LOCF): The learning outcomes of the programme are mapped against well-defined outcomes of its Courses.

2.4 Choice-Based Credit System (CBCS): The CBCS provides choices to students to select Interdisciplinary courses to fit their own requirements and learn at their own pace

2.5 Programme: This programme leads to the award of Post Graduate Diploma.

2.6 **Course:** 'Course' refers to the components of a programme. Course is a component of a programme and may include theory, Practicals, seminars, internships etc. A course may be designed to comprise taught course/ lectures / tutorials/laboratory work/field work/outreach activities/project work/vocational training/seminars/ internship/ map work etc. or any combination of these.

All courses need not carry the same weightage. Courses can be;

2.6.1. **Core Course:** A compulsorily course of a programme aimed to cover the basics of a particular discipline/subject.

2.6.2 **Elective Course:** A course which can be chosen from a pool of courses and may be very specific or specialized or advanced or supportive to the discipline/subject of study. It aims at providing an extended scope or exposure to some other discipline/subject/domain and nurtures the candidate's proficiency/skills.

2.6.3 **Discipline Specific Elective (DSE) Course:** Elective course offered for enhanced knowledge and skills in the major/minor specializations.

2.6.4 **Generic Elective (GE) Course:** An elective course from an unrelated discipline/subject for development of wider perspective.

* Approved vide Executive Council Resolution No. 32 (24) of 22.08.2023.

A core course offered in a discipline/subject may be treated as Generic elective by other discipline/subject and vice versa and such electives be referred to as Generic Elective.

2.6.5 Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses are of two kinds:

(i) **Ability Enhancement Compulsory Courses (AECC):** “AECC” courses are the courses based upon the content that leads to Knowledge enhancement.

(ii) **Skill Enhancement Courses (SEC):** SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

2.6.6. Seminar: A course requiring students to participate in structured discussion/conversation or debate focused on assigned tasks/readings, current or historical events, or shared experiences guided or led by an expert or qualified personnel in a field of learning, work/vocation or professional practice.

2.6.7 Internship: A course requiring students to participate in professional employment- related activity or work experience normally under the supervision of an employee of the training organization. A key aspect of the internship is induction into actual formal and organized work situations. Internships involves working with local industry, businesses, artists, crafts persons, educational institutions etc. for practical This will be guided learning by the faculty to mentor and monitor the progress.

2.6.8 Activity courses (30 hours in semester)

(i). **Workshop-based activities:** Courses involving workshop-based activities requiring engagement of students in hands-on activities related to work/vocation or professional practice. (ii). **Community engagement and service:** Courses requiring students to participate in field-based learning/project generally under the supervision of a faculty to expose students to the socio-economic issues in society so that the theoretical learnings can be supplemented by actual life experiences to generate solutions to real-life problems.

2.6.9 Guided learning/Research Ability Enhancement Courses

(i). **Project work/Field project/ field survey/ internship/ industrial training** is considered as a special course requiring students to participate in field-based learning/project, involving application of knowledge in solving/analyzing /exploring a real life situation / difficult problem. A Project/Field project/ field survey work of 4-8 credits.

2.7 Key Terms related to evaluation

2.7.1 Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

2.7.2 Credit Point: It is the product of grade point and number of credits for a course.

2.7.3 Cumulative Grade Point Average (CGPA):

It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal place

2.7.4 Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F

2.7.5 Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.7.6 Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

Academic Bank of Credits (ABC): Academic Bank of Credits (ABC) is a virtual/digital storehouse of academic credit data base of registered HEIs for credit accumulation, credit verification, credit transfers or redemption of credits. Each student will have to open an Academic Bank of Credits through the department concerned. At the end of each semester credits earned by the student will be uploaded in his/her respective Academic Bank Account on ABC.

3. Programmes Duration and Multiple Entry and Exit Options: All programmes shall be offered as per UGC list of 'Specification of Degree' prevailing from time to time. The programme duration and options for multiple entry exit will be as per template below.

POST GRADUATE DIPLOMA IN HOSPITALITY AND EVENT MANAGEMENT (PGDHEM) - ONE YEAR Course Structure under Learning Outcome Based Curriculum Framework (LOCF-CBCS) and Multiple Entry Exit									
Semester	Core Course (CC) @ 4credits	Core Course (CC) @4 credits	* General Elective @ 4 credits GE	Ability Enhancement Compulsory Course (AECC) @ 4 credits	Skill Enhancement Course (SEC) @ 2 credits (04 credits)	Discipline Specific Course (DSE) @ 4 credits (any 02)	Activity/Hobby/ Clubs @2 credits (Audit course)	Total Credits	Exit
	Hospitality and Event Business	Event Operations							
I Level 8	Introduction to Hotel Industry	Crisis and Disaster Management	GE	Communication Techniques	1. Personality Development and Soft Skills 2. Major Individual assignment and presentation (Guided Learning)	Field Project on Event 1. General event 2. Hospitality events 3. Sports events 4. Cultural & other events	2	30	Post Graduate Diploma in Hospitality and Event Management @ 60+ 10 credits
II Level 8	CC-1B Event Planning & Management	CC-3B Event Marketing	GE	Customer Relationship Management	1. Major Group assignment and presentation (Guided Learning) 2. Essential Computer Skills for Hospitality & Event Professionals	1. Event Production & Logistics Planning 2. MICE & Specialized Events in Hotels 3. Catering and Banquets Management & operations	2	30	
10 weeks Internship & Training Report viva voce									

Notes:

- 1. Credits (C), Core Courses (CC); Discipline Specific Elective Courses (DSE); General Elective Courses (GE); Skill Enhancement Courses (SEC), Ability Enhancement Compulsory Courses (AECC).**
- 2. *Students shall opt for one course from other programmes (MTTM/PGDHEM) as General Elective @ 4 credits. Further, the subject to class timings should not be overlapping.**
- 3. All the field work, Internship, dissertation/thesis will be effected through guided learning by allotting a teacher as guide to every student. Workload of above shall be computed per student as per Credit hours of above defined in ordinance.**
- 4, 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.**

4. Eligibility for Admission

4.1 A student who has passed Bachelor's Degree in any discipline from this University or equivalent degree recognised by the Kurukshetra University shall be eligible to join the First Semester of the Programme.

4.2 The Department can offer any Course of PGDHEM as a Short-Term Value-Added Course. The seats, mode of admission and fees for the same shall be separately decided by the department.

5. Assessment & Evaluation

5.1 Every candidate shall be examined in the courses as laid down in the Scheme of Examination and Syllabus prescribed by the Academic Council from time to time through a system of Comprehensive Continuous Assessment (CCA) using a mix of Internal and External evaluation. The Internal and External Assessment for different courses of the programme shall carry a weightage of 50 % each except for the courses where a different weightage is specifically provided in the syllabus.

5.1.1 Internal assessment shall have 50% weightage based on the following clearly defined components:

- (i) Class Participation 10%
- (ii) Mid-term exam 25 % (of Two Hours Duration)
- (iii) Assignments-presentations 15 %

5.1.2 External assessment i.e., remaining 50 % of total assessment will be based on End Term Semester Examinations of 3 hours duration for each course.

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

5.2 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 per cent.

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

5.4 The marks obtained by a candidate for the Internal Assessment/Field Survey/Training Reports/Dissertation shall be carried forward if s(he) is permitted to re-appear for the purpose of passing the examination.

5.5 The Chairperson of the Department shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University, up to six months from the date of declaration of Semester Examination results.

6. Eligibility for Examinations

6.1 The First/Second Semester Examination shall be open to a regular student who:

- (a) has passed the requisite qualifying examination as laid down in Clause 4.1 above, if s/he is a candidate for the First Semester Examination or has passed the preceding Semester Examination if s/he is a candidate for the Second Semester Examination respectively. This is, however, subject to Clauses 7 & 8;

- (b) has been on the rolls of the Department of Tourism and Hotel Management during both semesters preceding the Examination.
- (c) has attended not less than 75% of lectures in each course. This requirement shall be fulfilled separately, for each course. The lectures are to be counted as per notified teaching schedule that can extend up to the day before the commencement of examinations. A deficiency of up to 10% in each paper may be condoned by the Chairperson of the Department on sufficient grounds.
- (d) has obtained pass marks in the Internal Assessment of the course(s) of the relevant Semester.

Note: A candidate who has not attended the requisite percentage of lectures or has not obtained pass marks in the Internal Assessment for any course(s) will not be eligible to take the examination in the concerned course (s) only.

6.2 The examinations for the odd semester i. e. First semester shall ordinarily be held in the month of December and for the even semester i. e. Second Semester in May/June, on such dates as may be notified by the Controller of Examinations from time to time.

Supplementary examinations will be held for Re-appear candidates as under:

Semester	When held
First Semester	Along with the First Semester
Second Semester	Along with the Second Semester
Any Semester	Flexi exam on the request of the candidate on a special fee prescribed by the university from time to time.

6.3 The last date(s) by which the examination forms shall be uploaded on the examination portal shall be as per the schedule notified by the Controller of Examinations from time to time.

7. Duration for Passing the Programme and Rules for Reappear

7.1 A candidate can complete the programme within the time period stipulated in the Academic Bank of Credit (ABC) for accumulation and redumption of credits from time to time.

7.2 A candidate who has completed the prescribed course(s) of a programme in the department for any Semester but does not appear in the examination, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department to appear/ re-appear in the Semester Examinations/course(s) as the case may be, at the next regular examination for that Semester when such examination(s) are held, without attending the course(s) again.

8. Conditions for promotion to Higher Semester

8.1 A candidate will be allowed to join Second Semester only if he/she clears a minimum of 50% Theory papers of the First Semester examination. However, such a candidate may pursue his/her studies for the next higher Semester(s) and appear in the examination(s) for the same along with the examination for the lower Semester(s).

If a candidate fails to pass any Semester Examination even in the second chance as mentioned above, his pass credits will be accumulated on the Academic Bank of Credit (ABC) and he can pass the remaining exams any time within 7 years or as stipulated in the Academic Bank of Credit (ABC) from time to time.

8.2 A candidate, whose result is declared late for no fault of his, maybe permitted provisionally to attend classes of the next higher Semester at his own risk and responsibility, subject to his passing the

concerned Semester Examination. In such a case, the lectures will be counted from the date a candidate starts attending classes. In case a candidate fails to pass the concerned Semester Examination his/her attendance/Internal Assessment in the next higher Semester in which he/she was allowed to attend classes provisionally shall stand cancelled.

9. Eligibility for Degree

9.1 A candidate must pass all the two Semester Examinations of the PGDHEM programme. However, the candidate can reappear till the permissible period of accumulation of credits on the Academic Bank of Credit (ABC) failing which s(he) will be deemed to be unfit for the PGDHEM programme.

However, a candidate will be allowed to attend regular classes and stay on the campus only for the total duration of a programme.

9.2. A candidate, who discontinues his/her studies at any point of time may be permitted to join the remaining studies and complete balance credits as per Clause 8.1.

9.3 The candidate(s) for the PGDHEM programme shall be required to undertake a Field Project on the dates approved by the Chairperson of the Department during the First Semester. The students may carry out project individually. They shall be required to submit a comprehensive report (hard copy and soft copy in PDF) on the events visited before the commencement of the First Semester examination. The evaluation of the Field project shall be done by a panel of two Examiners (Internal) on the basis of the report and Viva-Voce based on the Evaluation rubrics in Annexure 1. The report and viva voce shall carry equal weightage.

9.4. The candidate(s) for PGDHEM programme shall be required to undergo ten weeks of Internship after the Second Semester Examination in Hospitality, Events / related Enterprise approved by the Chairperson of the Department. They shall be required to submit one copy (hard copy and soft copy in PDF) of the training report in the Department after the second semester within 30 days after the completion of training. The evaluation of the Internship shall be done jointly by a panel of two Examiners (External & Internal) on the basis of the report and Viva-Voce based on the Evaluation rubrics in Annexure 1. The report and viva voce shall carry equal weightage.

9.5 A student can opt for online courses up to 40 % as per university guidelines prevailing from time to time from Swayam and other online platforms. The credits for these courses will be added for the completion of the post graduate diploma.

9.6 The medium of instruction and examination shall be English.

10. Examinations and Result

10.1 The question papers shall be set and the answer books shall be examined by the External/Internal paper-setter (s) as the case may be.

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

10.3 The Controller of Examinations shall publish a list of candidates who have passed the Semester Examination at an early date.

10.4 Unless otherwise provided in the Ordinance for relevant examination, the minimum Semester Grade Point Average (SGPA) and CGPA (Cumulative Grade Point Average) required for the continuation of registration and the award of the degree is 4.00.

10.4.1 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 a 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 have failed in the examination/course(s). Such a candidate will be required to re-appear in that examination/course(s) within the permissible chances given in the concerned Ordinance for obtaining a pass grade.
 - (2) A candidate who has not obtained pass marks in Internal Assessment, will also be awarded Grade 'F'. Such a candidate will have to appear again in Mid Term Examination/Assignments-presentations and obtain pass marks in Internal Assessment.
 - (3) If 'F'/'Ab' Grade is awarded to a candidate in a field project/training report, he/she will get only one more chance to repeat the field project work/training report. However, if a candidate still gets 'F'/'Ab' Grade in a field project/training report, the same will not be eligible for the award of a post graduate diploma.
 - (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.

11. 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.

12. Improvement

A candidate who has passed the PGDHEM programme is allowed to improve their result by appearing in the scheduled semester examination(s) according to the rules and syllabus prevailing at that time as an ex-student at the fees prescribed by the university from time to time. A candidate is allowed to make repeat attempts within 7 years of passing the programme or as per the time period stipulated in the

Academic Bank of Credit (ABC) scheme for accumulation of credits from time to time if registered with ABC.

13. Pursuing One More Academic Programme with PGDHEM

A student of PGDHEM can pursue one more academic programme as per General Rules appearing in the K.U. Calendar Volume-II, 2014.

14. Others

14.1 A successful candidate may publish original results of the Training/Project Reports, if permitted by the Chairperson of the Department/Guide as a paper, in a Journal of repute.

14.2 The Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

ANNEXURE 1

Template-Evaluation rubrics

Learning level Evaluation scale (1-4) (1; <30%, 2; 30-59%, 3; 60-70 %, 4; > 70 %) [% is to be computed on absolute marks]	Beginner (1)	Progressing (2)	Proficient (3)	Excellent (4)
Class participation (Discussions, raising relevant issues, analysis, synthesis, updated readings)	Rarely	Sometimes	Often	Always
Assignment and presentation (Introduction, Research, Conclusions, Writing, speaking/body language, use of PowerPoint)	Vague/irrelevant	Somewhat clear and relevant	Clear and relevant	very Clear and relevant
Practical- (Set up an experiment, demonstrate, explain, write journal)	Not able to perform tasks	Good ability to perform tasks	High ability to perform tasks	Very high ability to perform tasks
Mid-Term Exam (Completeness, Understanding, Argument, Structure and writing)	Below Average	Average	Good	Very good
End-Term Exam (Completeness, Understanding, Argument, Structure and writing)	Below Average	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 and 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 and application of research

Template

Learning Outcome-based evaluation - [Name of the Course]

Number of Credits

Students	Student scores and learning levels against Course Outcomes (CO's) (Evaluation scale 1-4 (1; <30%, 2; 30-59%, 3; 60-70 %, 4; > 70 %) [% to be computed on absolute marks])				
	Class Participation (Marks between 0-10)	Assignments and presentations (Marks between 0-15)	Mid-Term Exam (Marks between 0-25)	End-Term Exam (Marks between 0-50)	Aggregated (Marks between 0- 100)
1.	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on
2.					
3.					
4.					
5.					
6. and more					

Course Outcomes

CO 1- As per the syllabus.

CO 2- As per the syllabus

CO 3- As per the syllabus

CO 4 and more- As per the syllabus

***ORDINANCE**
UNDERGRADUATE PROGRAMME (MULTIDISCIPLINARY)
SCHEME-A
(Certificate, Diploma and Bachelor Degree)
SEMESTER SYSTEM
Under Learning Outcome Based Curriculum Framework-Choice Based Credit System
(LOCF-CBCS) as per NEP-2020
(w.e.f. Session 2023-24)

1. Scope

This Ordinance is based on National Education Policy-2020 (NEP-2020), Learning Outcome Based Curriculum Framework-Choice Based Credit System (LOCF-CBCS) and is according to the Curriculum and Credit Framework for UG Programmes (CCFUGP) of University Grants Commission. This ordinance shall be applicable to Undergraduate programmes (Multidisciplinary) of Kurukshetra University, Kurukshetra under NEP-2020 w.e.f. the Academic Session 2023-24.

1.1 The duration of the programme for the award of Undergraduate Certificate in Discipline will be one academic year and of Undergraduate Diploma in Discipline will be two academic years. The duration of Bachelor Degree in discipline will be three academic years. Each academic year will be divided into two semesters i.e., July to December and January to June.

1.2 There shall be teaching of 15 weeks in each semester excluding admission and examination days.

1.3 The nomenclature of the Certificate/Diploma/Degree will be as under:

- a) UG Certificate in <discipline>
- b) UG Diploma in <discipline>
- c) Bachelor of <discipline>

2. Key Terms

2.1 Academic Year and Semester: Two consecutive (one odd and one even) semesters will constitute one academic year. A semester will consist of 90 days of academic work.

2.2 Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week over the duration of one semester. For calculation of the teaching hours, one credit means one hour of lecture or one hour of tutorial or one hour of seminar or two hours of practicum/laboratory work per week over the duration of a semester.

2.3 Learning Outcome based Curriculum Framework (LOCF): The learning outcomes of the programme are mapped against well-defined Course Learning Outcomes (CLOs).

2.4 Choice Based Credit System (CBCS): The CBCS provides choices to students to select disciplinary and interdisciplinary courses to fit into their own requirements and to learn at their own pace within the framework.

2.5 Programme: A programme is made up of courses and leads to the award of a Certificate, Diploma or Degree after completing requisite courses successfully.

* Approved vide Executive Council Res. No. 32 (25) of 22.08.2023.

2.6 Course: A course refers to component of a programme. A course may comprise of lectures/tutorials/practicum or laboratory work/field practice/project work/seminar/community engagement and service/internship/dissertation, etc. or any combination of these.

2.6.1 Lecture: Component of a course which is taught by a teacher through lectures covering the contents of a course.

2.6.2 Tutorial: Component of a course which involves problem-solving, learning through discussions and remedial teaching related to the contents and periphery of a course with the direct involvement of a teacher.

2.6.3 Practicum: A course or a component of a course which enables students to learn or to attain skills or to get procedural knowledge for the contents of a course through practical/laboratory activity/project and to apply learnt/studied principles/theory/concepts related to the chosen field of learning, work/vocation, or professional practice in the field of learning, work/vocation under the supervision of a teacher.

2.6.4 Seminar: A course or a component of a course which makes students to learn a specific topic through in-depth exploration and analysis of facts about the topic in a set-up that involves presentation, interactive discussions and collaborative learning under the supervision of a teacher.

2.6.5 Internship: A course requiring students to participate in professional employment-related activity or work experience or co-operative education activity with an entity external to the educational institution normally under the supervision of an employee of an organization or an individual professional. A key aspect of the internship is induction into actual, formal and organized work situations. Internship involves working with local industry (Government or Private organizations), business establishments, artists, craft persons, etc. to provide opportunities for students to actively engage in on-site experiential learning.

2.6.6 Studio Activity: A studio activity involves engagement of students in creative, artistic or experimental activities involving visual, digital, audio, video and other professional experiential work.

2.6.7 Field Work/Practice/Survey/Project: A course or a component of course which enables students to participate in field-based learning/project, involving application of knowledge in solving/analyzing/exploring a real-life situation/difficult problem under the supervision of a teacher/mentor.

2.6.8 Project Work: A course or a component of a course which facilitates students to apply their knowledge, skills and critical thinking ability to complete a specific task in a given time frame through conceptualization, exploration and analysis of research-based activities to suggest tangible solutions for a given problem related to the chosen field of learning.

2.6.9 Community Engagement and Service: A course or a component of a course which exposes the students to the socio-economic issues prevailing in society so that the theoretical learning can be supplemented by actual life experiences to understand and generate solutions to real-life problems.

2.7 Major and Minor Subject: Major subject is a subject of choice in a discipline which equips a student with knowledge, understanding and skills majorly in the chosen field of learning contributing to the core of the programme.

Minor subject helps a student to gain a broader understanding in addition to the Major subject. The courses in Major subjects will be Core Courses (CC), while a Minor subject will include CC as well as Vocational Courses (VOC).

2.7.1 Core Course (CC): A compulsory course of a subject aimed to cover the basics of Major/Minor subject.

2.7.2 Vocational Courses (VOC): A vocational course is focused on practical work, preparing students for a particular skilled profession. Such courses develop capacities for sustenance, work, and economic participation and develop values and sensibilities toward physical work and dignity of labour.

2.8 Other Courses

2.8.1 Multidisciplinary Courses (MDC): These courses are based on introductory knowledge in a subject. A student will study MDC in a subject other than the discipline of Major and Minor subjects to gain knowledge across the disciplines.

2.8.2 Ability Enhancement Courses (AEC): These courses aim at enabling the students to achieve competency in the English language or Modern Indian Languages (MIL) with special emphasis on language and communication skills.

2.8.3 Skill Enhancement Courses (SEC): These courses aim at imparting practical skills, hands-on training, soft skills, etc. to enhance the employability of students.

2.8.4 Value-Added Courses (VAC): These courses aim at enabling the students to acquire and demonstrate the acquisition of knowledge and understanding of human values, Indian Knowledge System (IKS), contemporary India, environmental science and education, digital and technical solutions, health and wellness, yoga education, sports and fitness, etc.

2.9. Key Terms related to Evaluation

2.9.1 Letter Grade: It is an index of the performance of a student in a course. Grades are denoted by letters O, A+, A, B+, B, C, P, F and Ab depending on the score earned in that course.

2.9.2 Grade Point: It is a numerical value allotted to each letter grade on a 10-point scale.

2.9.3 Credit Point: It is the product of grade point and number of credits for a course.

2.9.4 Semester Grade Point Average (SGPA): It is a measure of performance of a student in a semester. It is the ratio of total credit points secured by a student in all the courses registered in a semester to the total of the credits of the courses taken during that semester. It shall be expressed up to two digits after decimal place.

2.9.5 Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student in a programme over all the semesters. The CGPA is the ratio of total credit points secured by a student in all the courses of the programme to the sum of the total credits of all the courses of the programme. It is expressed up to two digits after decimal place.

2.9.6 Detailed-Grade-Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The Detailed-Grade-Certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester.

2.10 Academic Bank of Credits (ABC): It is a virtual/digital mechanism that contains information of the credits earned by individual students throughout their learning journey in Higher Education Institutions in India recognized by UGC.

3. Programme Duration and Multiple Exit Options

All programmes shall be offered as per UGC list of 'Specification of Degree' prevailing from time to time. The programme duration and options for multiple entry and exit will be as per UG Curriculum Framework–Scheme-A (*Appendix-I; Table-1*).

3.1 A student will be allowed an exit option after passing first academic year of the UG Programme with requisite 52 credits including the 4 credits of internship of 4-6 weeks duration as per scheme of the programme and will be awarded an Undergraduate Certificate in the discipline (Arts/Physical Sciences/Life Sciences/etc.) (*Appendix-I; Table-2*).

3.2 A student will be allowed an exit option after passing two academic years of the UG Programme with requisite 96 credits including the 4 credits of internship of duration 4-6 weeks duration as per scheme of

the programme and will be awarded Undergraduate Diploma in the discipline (Arts/ Physical Sciences/Life Sciences/etc.) (*Appendix-I; Table-2*).

3.3 A student will be awarded with Bachelor degree in the discipline (Arts/Physical Sciences/Life Sciences/etc.) after successfully completing three academic years of UG Programme and earning requisite 132 credits including the 4 credits of internship of 4-6 weeks duration as per scheme of the programme (*Appendix-I; Table-2*).

4. Admission to a UG Programme under Multiple Entry

4.1 The Department/College/Institute shall declare approved total number of seats available discipline-wise each year for fresh and lateral admissions.

4.2 The Department/College/Institute can plan the number of seats discipline-wise in consonance with the faculty and infrastructure available.

4.3 A student can pursue two Undergraduate Programme simultaneously through Open and Distance Learning (ODL)/online mode; or combinations of ODL, online and regular modes, from the same or different Universities/Institutions duly approved by the UGC/AICTE/Regulatory Body/Central Government/State Government, in various combinations, viz.

- i. A student can pursue two full-time UG Programme in physical mode provided that in such cases, class timings and examination schedule for one programme do not overlap with the class timings and examination schedule of the other programme, and requirements under clause 7 are fulfilled. The Department/College/Institute and the University shall not be responsible for any such overlapping and consequences thereof.
- ii. A student can pursue two UG Programme, one in full-time physical mode and another in ODL/online mode; or up to two ODL/online programmes simultaneously.

4.4 Minimum Eligibility Conditions for Admission

A candidate who has passed Senior Secondary Certificate Examination (Class XII level) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with minimum passing marks in aggregate with English as one of the subjects, shall be eligible to join First Semester of the Undergraduate (UG) Programme. In addition, the following conditions, if applicable should also be satisfied:

- i. to opt for Mathematics as a Major subject, the candidate must have passed Mathematics as a subject in the qualifying examination.
- ii. to opt for Chemistry as a Major subject, the candidate must have passed Chemistry as a subject in the qualifying examination.
- iii. to opt for subject(s) in the discipline of Life Sciences, which consists of Botany, Zoology as a one or more than one subject(s), then the candidate must have passed Class XII with Biology as a subject.
- iv. to opt for subjects of Physical Sciences discipline as Major subject(s), the candidate must have passed Mathematics and Physics as subjects in the qualifying examination.

Further, eligibility conditions for admission to a programme shall be applicable as mentioned in the scheme of the concerned programme.

A candidate having 2-Year Diploma from ITI or 3-Year Diploma from Polytechnic of minimum 2 years duration qualified with Hindi Core/English as one subject or as an additional subject at Class XII level is also eligible for seeking admission in First Semester of the UG Programme in Arts discipline or in the disciplines wherever mentioned so.

Note: Eligibility conditions are subject to change according to the implementation of National Curriculum Framework (NCF) for school education or in accordance with any such guidelines issued by the Central/State Government or issued by University from time to time.

4.5 A student who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (Class XII level) of the Board of School Education, Haryana, or equivalent examination of another University/Board may be allowed to study provisionally for the First Semester of the UG programme. Such student shall pass the compartment/re-appear subject before commencement of the examination of 1st semester of the concerned UG Programme. If a student does not clear the compartment/re-appear subject even before the commencement of the 1st semester examination, her/his provisional admission to concerned UG Programme shall be cancelled ab initio by the Chairperson/Principal/Director with intimation to the University. However, the Vice-Chancellor may relax this condition, in exceptional cases, oneself or on the recommendations of a committee constituted by the Vice-Chancellor.

For such students, the required percentage of marks for admission shall be determined by considering the minimum pass marks in compartment/re-appear subject.

4.6 A student is allowed multiple entry into a UG Programme. A student can re-enter into second year of a programme if s/he has taken an exit option after first year. Similarly, re-entry into the third year is allowed if exit option was exercised by a candidate after getting UG Diploma after second year. In any case, the gap between the exit and the re-entry into the UG Programme should not be more than three years subject to completion of the whole UG Programme within 7 years. Multiple entry shall be allowed in a Department/College/Institute subject to the availability of seats in that programme in that year in that Department/College/Institute.

4.7 Lateral admissions against sanctioned vacant seats may be made by a Department/College/Institute category wise following the State Govt. norms for reservation in an odd semester. Lateral admission may be provided in the 3rd and 5th semesters if a student has passed all the preceding examinations up to 2nd and 4th semester, respectively of the concerned programme under NEP Curriculum Framework. However, this will be subject to fulfillment of other eligibility conditions for the programme in which the admission is sought.

First preference in the lateral admission will be given to the students of that Department/College/Institute who had taken exit from that programme and are seeking re-entry into the same institution.

5. Subjects and Courses of UG Programmes

5.1 A student of UG Programme (Multidisciplinary), herein after called Scheme-A, will select three subjects A, B and C in the first year out of the pool of subjects in that discipline offered by the Department/College/Institute as Major Subjects. Minor subject is to be offered from the same discipline and will be different from three subjects which are opted as Major Subjects of that discipline. Any subject in a discipline can be a Major or Minor subject for a UG programme. In case of Physical Sciences and Life Sciences disciplines, if the Minor Subject cannot be offered from the same discipline by a Department/College/Institute, then the Minor Subject may be offered from either of the two disciplines. For Example, if a Department/College/Institute is unable to offer a Minor subject from the discipline of Life Sciences, other than three subjects Botany, Zoology and Chemistry which have been offered as three Major subjects, then Department/College/Institute can offer any subject from the discipline of Physical Sciences as a Minor Subject.

5.2 A student will study Major, Minor, Minor (Vocational), AEC, VAC, SEC and MDC courses as per Curriculum Framework Scheme-A (*Appendix-I; Table 1*).

5.3 For 1st and 2nd semester of UG Programme (Multidisciplinary) (Scheme-A), a student can choose a Minor Course of 2 credit from the pool of Minor subjects from that discipline as offered by the

Department/College/Institute in that semester. The same minor subject will be studied in subsequent semesters.

From 3rd semester onwards, a Minor Course will be of 4 credits and will be taken out of the offered Core Courses of that subject in that semester. For example, if a student takes Mathematics as a Minor subject, then the Core Course CC-3 of Scheme of Mathematics will be a minor course in the 3rd semester and so on in the subsequent semesters.

5.4 A student will study three Multidisciplinary Courses (MDCs) in first three semesters. The Multidisciplinary Courses (MDCs) will be from the subject which is different from the discipline of Major and Minor subjects. Students are not allowed to choose or repeat courses already undergone at the Senior Secondary Level (Class XII) or disciplines of Major and Minor subjects under this category. Provided further that if a Multidisciplinary Course (MDC) across the discipline cannot be offered by a Department/College/Institute, due to its constraints and available resources, then

- i. A subject from the same discipline can be offered as MDC course if that subject also belongs to the list of subjects of some other discipline.
- ii. MDC can be opted out of MOOCs through SWAYAM.
- iii. MDC can be completed out of online courses offered by Kurukshetra University, Kurukshetra.
- iv. MDC can be completed from a cluster college i.e., from a neighboring College/Institute.

5.5 A student will select AEC, SEC, VAC and Minor (Vocational) courses from a pool of respective courses offered in Department/College/Institute.

Depending upon the availability of faculty and infrastructure, a Department/College/Institute may offer AEC, SEC, VAC and VOC courses from the respective pool of courses duly approved by the University. University will revise such pools from time to time by taking proposals of Department/College/Institute into consideration.

5.6 A student will study two VACs– ‘Environmental Studies’ and ‘Human Values and Ethics’ and at least one SEC to gain computer competency before exit. The number of these courses will be offered by the Department/College/Institute according to the availability of faculty and infrastructure.

5.7 In the subjects/courses which involve practicum, i.e., Practical/Laboratory/Studio/Project/ Survey/Field work, etc., a course of 4 credits will dedicate 3 credits for lectures and one credit for practicum and in other subjects/courses not having practicum component, a course of 4 credits will dedicate 3 credits for lectures and 1 credit for tutorial.

Similarly, a minor course of 2 credits will dedicate 1 credit for lecture and 1 credit for practicum or 1 credit for lecture and 1 credit for tutorial or 2 credit for lecture.

During 4th year, when the practicum course is offered as a separate course in that subject, then a theory course of 4 credits will dedicate 3 credits for lectures and 1 credit for tutorial but for practicum course, all the credits will be dedicated to practicum.

In the case, when tutorial of 1 credit is not adopted/implemented in a subject, then all the credits of that course will be dedicated to lectures only.

5.8 In case of AEC and VAC of 2 credits, the entire 2 credits will be allocated to lectures.

5.9 In the SEC courses of 3 credit, 2 credit will be allocated to lectures and 1 credit to practicum.

5.10 In the SEC courses of 2 credits, 1 credit will be allocated to lecture and 1 credit to practicum, while in the DSEC courses of 4 credits, 3 credits will be allocated to lectures and 1 credit to practicum.

5.11 In case of Minor (Vocational) courses/subjects, where practicum component is dominant, a course of 4 credits may allocate 2 credits to lectures and 2 credits to practicum with the approval of Staff Council,

Board of Studies, Dean of respective faculty and Dean Academic Affairs Similarly, a course of 4 credits may be divided in to 2 credits of theory and 2 credits of practicum in the subjects where the practicum component of the course is major and teaching-learning process mainly depends upon practicum, e.g. Music and Fine Arts.

5.12 The weekly contact hours/workload for theory/practical/laboratory/studio/project/survey/ field work, etc. components of the courses will be:

- i. 1 credit theory/tutorial = 1 hour;
- ii. 1 credit practical/laboratory/studio/project/survey/field work = 2 hours.
- iii. The tutorial and practical/laboratory/studio/project/survey/field work will be conducted in groups of students and one group will comprise of 20 students.

5.13 When a student decides to continue for the second year and does not opt exit option after the second semester then s/he will select one of the following options before the beginning of 3rd semester.

- i. Continue with Scheme-A or
- ii. Shift to UG Programme with Single Major Subject (Scheme-B).
- iii. In the case when a student opts for second option i.e., Scheme-B, then the ordinance of Scheme-B shall be applicable from third semester onwards.

In the case when a student opts for UG programme with single major (Scheme-B), then s/he has to select the single major out of the three major subjects undertaken in first and second semester.

5.14 With the permission of Department/College/Institute, a student can opt for online courses, up to 40% of the courses of the programme except core and SEC courses, through online platform SWAYAM or online courses offered by Kurukshetra University, Kurukshetra or through other such online platforms approved by the UGC as per university guidelines prevailing time to time.

5.15 Internship

Every student for the UG Programme shall be required to undergo 4 credit internship of 4-6 weeks duration before taking an exit or completing the degree programme.

- i. A student for the UG Programme shall be required to undergo internship during summer vacation either after the second semester examination or after the fourth semester examination. If s/he opts to exit with Undergraduate Certificate in the discipline, then it shall be obligatory to complete the internship after second semester examination.

However, for those students who have taken lateral entry into the third semester and have completed internship of 4-6 weeks duration during first year, the internship is not required after the fourth semester examination

- ii. A student will inform and get approval from the Chairperson/Principal/Director of the Department/College/Institute before going for an internship. The internship will involve working with local industry (Government or Private organizations/Institutions), business establishments, artists, craft persons, or a professional (individual/organization). Student will submit a copy of the report (a hard copy and a soft copy in PDF) to the Department/College/Institute within 15 days after the completion of internship. A student has to submit a certificate of attendance and work done report from the organization/professional where at the internship was done. The evaluation of the internship shall be done by an internal examiner mainly on the basis of the report and viva-voce. Marks will be awarded by the internal examiner out of 100 marks.
- iii. The internship will be governed by the prevailing rules of the University from time to time.

5.16 Medium of Instructions and Examination

5.16.1 For Arts/Tourism/Home Science/Commerce subjects, the medium of instructions shall be Hindi/English.

The question paper shall be set in both English and Hindi, wherever feasible, except in the case of

- English, in which the questions shall be set in English.
- Sanskrit, in which the questions shall be set in Sanskrit/Hindi.
- Other languages, in which the questions shall be set in the language concerned.

5.16.2 The students shall write their answers:

- in English, in case of English language
- in the language concerned, in the case of Modern Indian Languages
- English/Hindi in the case of other subjects.

5.16.3 For Physical Sciences/Life Sciences Subjects, the medium of instructions shall be mainly English. Hindi medium will also be offered wherever feasible. The question paper shall be set in English. Bilingual question paper (s) will be provided, wherever possible. The students can write their answers in English/Hindi.

5.17 Programme and Course Learning Outcomes

Individual programmes of study will have well defined **Programme Learning Outcomes (PLOs)** which should be attained for the award of a specific Certificate/Diploma/Degree.

Each course will have well defined **Course Learning Outcomes (CLOs)** specific to the learning for a given course of study related to a disciplinary or interdisciplinary/multi-disciplinary area. Course Learning Outcomes (CLOs) will be mapped to Programme Learning Outcomes (PLOs). The attainment of Course Learning Outcomes will lead to the attainment of the Programme Learning Outcomes.

6. Assessment and Evaluation

6.1 Student Progression and Mentoring

- Each student shall be examined in the course(s) to help their progression through the programme as laid down in the scheme, syllabus and learning outcomes through a system of Continuous Comprehensive Assessment (CCA) using a mix of Internal and End-Term evaluation.
- Internal Assessment will be broadly 30% of the total marks and weightage of 70% shall be given to evaluation of End-Term examination(s).
- Internal Assessment (30%) shall be broadly based on the following defined components:
 - Class Participation.
 - Seminar/Presentation/Assignment/Quiz/Class Test, etc. in case of Theory examination and Seminar/Demonstration/Viva-Voce/Lab record, etc. in case of Practical examination.
 - Mid-Term Exam

Internal Assessment Marks will be further distributed as per following tables:

Course Composition- Theory/(Theory +Tutorial)			
Course Credit	Internal Assessment Marks	End-Term Exam Marks	Total Marks
2	15	35	50
3	25	50	75
4	30	70	100

Course Composition- Theory + Practical						
Course Credit		Theory		Practical		Total Marks
Theory	Practical	Internal Assessment Marks	End-Term Exam Marks	Internal Assessment Marks	End-Term Exam Marks	
1	1	10	20	5	15	50
2	1	15	35	5	20	75
3	1	20	50	10	20	100
2	2	15	35	15	35	100
0	4	-	-	30	70	100

Total Internal Assessment Marks (Theory)	Class Participation	Seminar/Presentation/ Assignment/Quiz/Class Test, etc.	Mid-Term Exam
10	4	-	6
15	4	4	7
20	5	5	10
25	5	7	13
30	5	10	15

Total Internal Assessment Marks (Practicum)	Class Participation	Seminar/Demonstration/ Viva-Voce/Lab record, etc.	Mid-Term Exam
5	-	5	NA
10	-	10	NA
15	5	10	NA
30	5	10	15

- iv. Absence from Internal Assessment test and/or Mid-Term examination will lead to award of zero marks in that component of Internal Assessment.
- v. A student has to obtain minimum 40% marks (Grade 'P') in aggregate (sum of the Internal Assessment and End-Term Examination marks) and in End-Term Examination separately to qualify a course.

6.2 The pass percentage will be 40% (Grade 'P') both for theory and practicum End-Term Examination.

6.3 The Chairperson/Principal/Director 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 of the university as notified by the Controller of Examinations.

6.4 Internal Assessment marks of a course shall be carried forward in case of re-appear examination of that course.

6.5 The Chairperson/Principal/Director shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the university, up to one year from the date of declaration of semester examination results.

7. Eligibility for Examination

End-Term Examination shall be open to a regular student who

- i. has been on the rolls of the Department/College/Institute during the semester.
- ii. has passed the requisite qualifying examination as laid down in Clause 4.4 above, if s/he is a candidate for the First Semester Examination.
- iii. has her/his examination form submitted to the Examinations Branch through the Chairperson/Principal/Director of the concerned Department/College/Institute.
- iv. has attended not less than 75% of the lectures in a course. This requirement shall be fulfilled separately for each course of the programme. A deficiency in the prescribed course (Lectures/Practicum, etc.) may be condoned by the Chairperson/Principal/ Director of the Department/College/Institute in deserving cases up to 15%.

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

- v. Provided that a candidate who has not attended the requisite percentage of lectures/practicum shall not be eligible to take the End-Term Examination in the concerned theory/practicum unless s/he repeats the course and obtains requisite attendance.

8. Duration for Passing the Programme

8.1 A student can complete a Bachelor degree programme within seven years. A student who fails to pass the whole examination(s) of a UG programme within seven years of admission to the programme, shall be awarded Undergraduate Certificate/Diploma on the basis of qualified courses as per credit point, if eligible (*Appendix-I; Table 2*).

8.2 Each student will have to open an Academic Bank of Credit (ABC) account through their concerned Department/College/Institute. At the end of each semester, credits earned by the students will be uploaded in her/his respective ABC account. A student registered in ABC account for a programme will be allowed to complete the respective programme within 7 years or as per the time period stipulated in the ABC for accumulation of credits from time to time or within the period as prescribed by the university for the purpose.

9. Conditions for Promotion to Higher Semester and Rules for Re-appear

9.1 A student who has appeared and failed in one or more courses of the First Semester shall be allowed to study for and appear in the second semester. Such a student may pursue her/his studies for the next higher semester(s) and appear in the examination(s) for the same along with the examination for the lower semester(s).

9.2 A candidate who has attended the prescribed classes of a course(s) of a programme in the Department/College/Institute in a semester and was eligible but did not appear in the End-Term examination or has appeared but fails, may be allowed on the recommendation of the Chairperson/Principal/Director of the Department/College/Institute to appear/re-appear as an ex-student in the End-Term examinations of that course(s) as the case may be, in the subsequent semesters examination up to two times when such examination(s) are held without attending the course(s) again. While re-appearing in the examination, the student shall be exempted from appearing in the course(s)/practical(s) in which s/he has obtained pass marks.

Provided that after completion of regular studies for the whole duration of a programme, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out courses under the permissible chances, within the prescribed time period.

9.3 A candidate who could not complete or has failed in a project/internship, s/he will get only one chance to repeat the project work at the end of the next Semester. Further, if the candidate still fails or remains absent in the project/internship, then she/he will not be eligible for the award of the concerned UG Certificate/Diploma/Degree.

10. Examinations and Result

10.1 End-Term Examinations for the odd semesters shall ordinarily be held in November/December and for the even semesters in May/June, on such dates as may be notified by the Controller of Examinations from time to time.

10.2 Supplementary examinations will be held for Re-appear candidates as under:

Semester	When held
Odd Semester	Along with the First, Third and Fifth Semester
Even Semester	Along with the Second, Fourth and Sixth Semester
Any Semester	Flexi exam on the request of the candidate on a special fee prescribed by the University from time to time.

10.3 The last date(s) by which the examination forms shall be uploaded on the examination portal shall be as per the schedule notified by the Controller of Examinations from time to time.

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

10.5 The minimum Semester Grade Point Average (SGPA) to qualify a semester shall be 4.00 and minimum Cumulative Grade Point Average (CGPA) required for the award of the UG Certificate/Diploma/Degree shall be 4.00.

10.6 The Examination Branch shall prepare the Grade/Result and the Controller of Examinations will notify the same within the stipulated time.

10.7 If a student is not able to pass any semester examination during her/his regular studies in the programme, her/his pass credits will be accumulated in the Academic Bank of Credits (ABC) and s/he can pass the deficient courses any time within 7 years or as stipulated in the Academic Bank of Credits from time to time.

10.8 A student who discontinues her/his studies at any point of time may be permitted to join the remaining studies and complete balance credits as per Clause 4.

10.9 Award of Grades

Award of grades and the corresponding grade points will be based on absolute marks as per the following table:

Letter grade	Grade Point	Percent Marks
O (Outstanding)	10	>85
A+ (Excellent)	9	>75
A (Very Good)	8	>65
B+(Good)	7	>55
B (Above Average)	6	>50

C (Average)	5	>40
P (Pass)	4	40
F (Fail)	0	< 40
Ab	0	Absent

- The multiplication factor for conversion from SGPA/CGPA to equivalent percentage of marks shall be 10.
- A candidate eligible to take the examination obtaining Grade 'F'/'Ab' will be considered to have failed in the examination/course(s). Such a student will be required to re-appear in that examination/course(s) within the permissible chances as given in Clause 9.

10.10 Computation of SGPA and CGPA

The following shall be the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a candidate in all the courses taken by the candidate in a semester to the sum of the number of credits of all the courses undertaken by the candidate in that semester, i.e.

$$SGPA(S_j) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course in the j^{th} semester.

- The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \frac{\sum(N_j \times S_j)}{\sum N_j}$$

where S_j is the SGPA of the j^{th} semester and N_j is the total number of credits in that semester.

- The SGPA and CGPA shall be rounded off to 2 digits after decimal place and shall be reported in the Detail-Grade-Certificate (DGC).
- A merit list will be prepared for a programme and Gold Medal will be awarded to a candidate securing highest CGPA provided the candidate must have passed all the semester examinations in the first attempt and within minimum duration of the programme. In case, when more than one candidate have the same CGPA, then Gold Medal shall be decided on the basis of actual obtained marks in the programme.

11. Improvement

11.1 A candidate who has passed a UG Programme from Kurukshetra University, Kurukshetra and is desirous of improving her/his CGPA in the respective programme (Certificate/Diploma/Degree), will be allowed to appear within next four Semester examinations of passing the sixth semester examination to appear as an ex-student in one or more theory course(s) of any one or two parts, out of Part-I (Semester I & II), Part-II (Semester III & IV) and Part-III (Semester V & VI) separately in four consecutive semester examinations and shall pay examination fee as for the whole semester examination in which s/he opts to appear. The rules, syllabus and fees for improvement examinations shall be applicable as prevailing at that time or as prescribed by the university from time to time.

11.2 The result of improvement examinations shall be declared only if a candidate improves her/his CGPA of the respective programme. Provided further that if a student does not want to avail the remaining chances

out of permissible four total chances for improvement, then s/he will submit an undertaking to this effect for declaration of her/his final result. The fact that student has improved the performance/grade shall be mentioned in the Detailed-Grade-Certificate of the candidate.

11.3 Improvement shall not be allowed in Internal Assessment/Practicals/Internship/Field Work/ Project/ Seminar/Studio etc.

12. Award of Grace Marks

Grace marks will be awarded according to the university rules prevailing from time to time.

13. The ordinance in force at the time a student joins the programme shall hold good only for the examination held during or at the end of the academic year and nothing in this ordinance shall be deemed to debar the university from amending the ordinance and the amended ordinance, if any, shall apply to all the students whether old or new.

14. Notwithstanding anything mentioned above, the Vice-Chancellor can relax any rule in exceptional cases or when situation demands so.

Transitory Provision

Students admitted to UG Programmes under semester system in Department/College/Institute prior to the academic session 2023-24 shall be governed by the old rules as applicable for that programme for that session. The present rules shall be applicable to the students who take admission in a programme according to Curriculum and Credit Framework for UG Programme (CCFUGP) as per NEP-2020 w.e.f. the academic session 2023-24.

For the students who are admitted in a programme which is not covered in NEP-2020, during the session 2023-24, the existing ordinance for that programme shall remain applicable.

Appendix-1

Table 1: UG Curriculum Framework (Multidisciplinary): Scheme-A

UG Programme (Multidisciplinary): Scheme-A										
Semester	Subject-1 Core Courses	Subject-2 Core Courses	Subject-3 Core Courses	Minor/ Vocational	Multidisciplinary Courses	Ability Enhancement Courses	Skill Enhancement Courses	Value Added Courses	Total Credits	Exit Option
I	CC-A1 4 credit	CC-B1 4 credit	CC-C1 4 credit	CC-M1 2 credit	MDC-1 3 credit	AEC-1 2 credit	SEC-1 3 credit	VAC-1 2 credit	24	Under Graduate Certificate in Discipline with 52 credits
II	CC-A2 4 credit	CC-B2 4 credit	CC- C2 4 credit	CC-M2 2 credit	MDC-2 3 credit	AEC-2 2 credit	SEC-2 3 credit	VAC-2 2 credit	24	
Internship of 4 credits of 4-6 weeks duration after 2 nd semester										
III	CC-A3 4 credit	CC-B3 4 credit	CC-C3 4 credit	CC-M3 4 credit	MDC-3 3 credit	AEC-3 2 credit	SEC-3 3 credit	--	24	Under Graduate Diploma in Discipline with 96 credits
IV	CC-A4 4 credit	CC-B4 4 credit	CC-C4 4 credit	CC-M4 (V) 4 credit	--	AEC-4 2 credit	--	VAC-3 2 credit	20	
Internship of 4 credits of 4-6 weeks duration after 4 th semester (if not done after 2 nd semester)										
V	CC-A5 4 credit	CC-B5 4 credit	CC-C5 4 credit	CC-M5 (V) 4 credit	--		Internship# 4 credit	--	20	Bachelor in Discipline with 132 credits
VI	CC-A6 4 credit	CC-B6 4 credit	CC-C6 4 credit	CC-M6 4 credit CC-M7 (V) 4 credit	--	--	--		20	
Credits	Major = 72			Minor =24	MDC = 09	AEC = 08	SEC = 09	VAC=06	Internship = 04	Total = 132
# Four credits of internship, earned by a student during summer internship after 2 nd semester or 4 th semester, will be taken into account in 5 th semester of a student who pursue 3 year UG Programme without taking exit option.										

Table 2: Credit Point Table for 3-Year UG Programme (Multidisciplinary): Scheme-A

Sr No	Broad Category of Course	Credits Earned After		
		1-Year	2-Year	3-Year
1	Major Subjects	24	48	72
2	Minor Subjects	4	12	24
3	Multidisciplinary Courses (MDC)	6	9	9
4	Ability Enhancement Courses (AEC)	4	8	8
5	Skill Enhancement Courses (SEC)	6	9	9
6	Value Added Courses (VAC)	4	6	6
7	Internship	4*	4*	4
	Total	52	96	132
		* Added in case of Exit from a Programme		

Notes:

- i. Credits (C), Core Courses (CC); Skill Enhancement Courses (SEC); Ability Enhancement Courses (AEC); Value Added Courses (VAC); Multidisciplinary Courses (MDC), Minor Course (CC-M), Minor Course (Vocational) (CC-M(V))
- ii. A student of UG Programme (Multidisciplinary) will select three subjects A, B and C in the first year out of the pool of subjects in that discipline offered by the Department/College/Institute as Major Subjects. Minor subject can be offered from the same discipline and is different from three subjects opted as Major Subjects of that discipline. In case of Physical Sciences and Life Sciences disciplines, if the Minor Subject cannot be offered from the same discipline by the Department/College/Institute, then the Minor Subject can be offered from either of these two disciplines e.g. if a Department/College/Institute is unable to offer a Minor subject from the discipline of Life Sciences, other than three subjects Botany, Zoology and Chemistry which have been offered as three Major subjects, then Department/College/Institute can offer any subject from the discipline of Physical Sciences as a Minor Subject.
- iii. A student will study Major and Minor courses from the discipline in which the admission was taken as per the scheme of the programme.
- iv. A student will study AEC, VAC, SEC, MDC and Minor (Vocational) Courses from the respective pools of the courses offered by Department/College/Institute duly approved by the University.
- v. For 1st and 2nd semester of UG Programme (Multidisciplinary), a student can choose a Minor course of 2 credit from the pool of Minor courses offered by the Department/College/Institute in that semester.
- vi. From 3rd semester onwards, a Minor course will be of 4 credits and will be taken out of the offered Core courses of a subject offered by Department/College/Institute in that semester.
- vii. A student will opt for MDC course from the subject which is different from the discipline of major subjects and should also be different from the courses undergone at senior secondary level (Class XII).

***ORDINANCE**
UNDERGRADUATE PROGRAMME (SINGLE MAJOR)
SCHEME-B
(Certificate, Diploma, Bachelor Degree and Bachelor Degree (Honours),
Bachelor Degree (Honours with Research)
SEMESTER SYSTEM
Under Learning Outcome Based Curriculum Framework-Choice Based Credit System
(LOCF-CBCS) as per NEP-2020
(w.e.f. Session 2023-24)

1. Scope

This Ordinance is based on National Education Policy-2020 (NEP-2020), Learning Outcome Based Curriculum Framework-Choice Based Credit System (LOCF-CBCS) and is according to the Curriculum and Credit Framework for UG Programmes (CCFUGP) of University Grants Commission. This ordinance shall be applicable to Undergraduate Programmes with Single Major (Scheme-B), when a student opts for Single Major after first semester of UG Programme (Multidisciplinary) of Kurukshetra University, Kurukshetra under NEP-2020 w.e.f. the Academic Session 2023-24.

1.1 The duration of the programme for the award of Undergraduate Certificate in Discipline will be one academic year and of Undergraduate Diploma in Major subject will be two academic years. The duration of Bachelor Degree in Major subject will be three academic years and that of Bachelor Degree (Honours/Honours with Research) in Major subject will be four academic years. Each academic year will be divided into two semesters i.e., July to December and January to June.

1.2 There shall be teaching of 15 weeks in each semester excluding admission and examination days.

1.3 The nomenclature of the Certificate/Diploma/Degree will be as under:

- a) UG Certificate in <Discipline>
- b) UG Diploma in <Major Subject>
- c) Bachelor of Arts with Major in <Major Subject>
or
Bachelor of Science with Major in <Major Subject>
- d) Bachelor of Arts (Hons.) in <Major Subject>
or
Bachelor of Arts (Hons. with Research) in <Major Subject>
or
Bachelor of Science (Hons.) in <Major Subject>
or
Bachelor of Science (Hons. with Research) in <Major Subject>

2. Key Terms

2.1 Academic Year and Semester: Two consecutive (one odd and one even) semesters will constitute one academic year. A semester will consist of 90 days of academic work.

* Approved vide Executive Council Res. No. 32 (25) of 22.08.2023.

2.2 Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week over the duration of one semester. For calculation of the teaching hours, one credit means one hour of lecture or one hour of tutorial or one hour of seminar or two hours of practicum/laboratory work per week over the duration of a semester.

2.3 Learning Outcome based Curriculum Framework (LOCF): The learning outcomes of the programme are mapped against well-defined Course Learning Outcomes (CLOs).

2.4 Choice Based Credit System (CBCS): The CBCS provides choices to students to select disciplinary and interdisciplinary courses to fit into their own requirements and to learn at their own pace within the framework.

2.5 Programme: A programme is made up of courses and leads to the award of a Certificate, Diploma or Degree after completing requisite courses successfully.

2.6 Course: A course refers to component of a programme. A course may comprise of lectures/tutorials/practicum or laboratory work/field practice/project work/seminar/community engagement and service/internship/dissertation, etc. or any combination of these.

2.6.1 Lecture: Component of a course which is taught by a teacher through lectures covering the contents of a course.

2.6.2 Tutorial: Component of a course which involves problem-solving, learning through discussions and remedial teaching related to the contents and periphery of a course with the direct involvement of a teacher.

2.6.3 Practicum: A course or a component of a course which enables students to learn or to attain skills or to get procedural knowledge for the contents of a course through practical/laboratory activity/project and to apply learnt/studied principles/theory/concepts related to the chosen field of learning, work/vocation, or professional practice in the field of learning, work/vocation under the supervision of a teacher.

2.6.4 Seminar: A course or a component of a course which makes students to learn a specific topic through in-depth exploration and analysis of facts about the topic in a set-up that involves presentation, interactive discussions and collaborative learning under the supervision of a teacher.

2.6.5 Internship: A course requiring students to participate in professional employment-related activity or work experience or co-operative education activity with an entity external to the educational institution normally under the supervision of an employee of an organization or an individual professional. A key aspect of the internship is induction into actual, formal and organized work situations. Internship involves working with local industry (Government or Private organizations), business establishments, artists, craft persons, etc. to provide opportunities for students to actively engage in on-site experiential learning.

2.6.6 Studio Activity: A studio activity involves engagement of students in creative, artistic or experimental activities involving visual, digital, audio, video and other professional experiential work.

2.6.7 Field Work/Practice/Survey/Project: A course or a component of course which enables students to participate in field-based learning/project, involving application of knowledge in solving/ analyzing/ exploring a real-life situation/difficult problem under the supervision of a teacher/mentor.

2.6.8 Project Work: A course or a component of a course which facilitates students to apply their knowledge, skills and critical thinking ability to complete a specific task in a given time frame through conceptualization, exploration and analysis of research-based activities to suggest tangible solutions for a given problem related to the chosen field of learning.

2.6.9 Dissertation: Dissertation is a comprehensive report of the work done in a research project/field work/survey, based on a systematic and rigorous investigation of the chosen topic utilizing research methods.

2.6.10 Community Engagement and Service: A course or a component of a course which exposes the students to the socio-economic issues prevailing in society so that the theoretical learning can be supplemented by actual life experiences to understand and generate solutions to real-life problems.

2.7 Major and Minor Subject: Major subject is a subject of main focus in a discipline which equips a student with in-depth knowledge, understanding and skills in the chosen subject contributing majorly to the programme.

Minor subject helps a student to gain a broader understanding in addition to the Major subject. The courses in a Major subject will be Core Courses (CC), Discipline Specific Elective (DSE), Discipline Skill Enhancement Course (DSEC), Practicum (PC), Project/Dissertation, while a Minor subject will include CC as well as Vocational Courses (VOC).

2.7.1 Core Course (CC): A compulsory course of a subject aimed to cover the basics of Major/Minor subject.

2.7.2 Discipline Specific Elective (DSE) Course: A discipline specific elective course is a course aimed to impart options for varied knowledge and skills in the specialized fields of a Discipline/subject.

2.7.3 Discipline Skill Enhancement Course (DSEC): A discipline skill enhancement course is a course aimed to provide knowledge, skills, training and competencies in a discipline/subject.

2.7.4 Vocational Courses (VOC): A vocational course is focused on practical work, preparing students for a particular skilled profession. Such courses develop capacities for sustenance, work, and economic participation and develop values and sensibilities toward physical work and dignity of labour.

2.8 Other Courses

2.8.1 Multidisciplinary Courses (MDC): These courses are based on introductory knowledge in a subject. A student will study MDC in a subject other than the discipline of Major and Minor subjects to gain knowledge across the disciplines.

2.8.2 Ability Enhancement Courses (AEC): These courses aim at enabling the students to achieve competency in the English language or Modern Indian Languages (MIL) with special emphasis on language and communication skills.

2.8.3 Skill Enhancement Courses (SEC): These courses aim at imparting practical skills, hands-on training, soft skills, etc. to enhance the employability of students.

2.8.4 Value-Added Courses (VAC): These courses aim at enabling the students to acquire and demonstrate the acquisition of knowledge and understanding of human values, Indian Knowledge System (IKS), contemporary India, environmental science and education, digital and technical solutions, health and wellness, yoga education, sports and fitness, etc.

2.9. Key Terms related to Evaluation

2.9.1 Letter Grade: It is an index of the performance of a student in a course. Grades are denoted by letters O, A+, A, B+, B, C, P, F and Ab depending on the score earned in that course.

2.9.2 Grade Point: It is a numerical value allotted to each letter grade on a 10-point scale.

2.9.3 Credit Point: It is the product of grade point and number of credits for a course.

2.9.4 Semester Grade Point Average (SGPA): It is a measure of performance of a student in a semester. It is the ratio of total credit points secured by a student in all the courses registered in a semester to the total of the credits of the courses taken during that semester. It shall be expressed up to two digits after decimal place.

2.9.5 Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student in a programme over all the semesters. The CGPA is the ratio of total credit points secured by a

student in all the courses of the programme to the sum of the total credits of all the courses of the programme. It is expressed up to two digits after decimal place.

2.9.6 Detailed-Grade-Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The Detailed-Grade-Certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester.

2.10 Academic Bank of Credits (ABC): It is a virtual/digital mechanism that contains information of the credits earned by individual students throughout their learning journey in Higher Education Institutions in India recognized by UGC.

3. Programme Duration and Multiple Exit Options

All programmes shall be offered as per UGC list of 'Specification of Degree' prevailing from time to time. The programme duration and options for multiple entry and exit will be as per UG Curriculum Framework–Scheme-B (*Appendix-I; Table-1*).

3.1 A student will be allowed an exit option after passing first academic year of the UG Programme with requisite 52 credits including the 4 credits of internship of 4-6 weeks duration as per scheme of the programme and will be awarded an Undergraduate Certificate in the Discipline (*Appendix-I; Table-2*).

3.2 A student will be allowed an exit option after passing two academic years of the UG Programme with requisite 100 credits including the 4 credits of internship of 4-6 weeks duration as per scheme of the programme and will be awarded Undergraduate Diploma in the Major subject (*Appendix-I; Table-2*).

3.3 A student will be awarded with Bachelor degree in the Major subject after completing three academic years of the UG Programme and earning requisite 136 credits including the 60 credits in the major subject and 4 credits of internship of 4-6 weeks duration as per scheme of the programme (*Appendix-I; Table-2*).

3.4 A student, who has successfully completed three years in a Single Major Programme and has earned minimum 60 credits in the Major subject, can opt for Honours Programme in that subject in the fourth year. If a Department/College/Institute allows to continue the student or admits the student for fourth year of Honours Programme, then the student will be awarded with Bachelor degree (Honours) in the Major subject after successfully completing four academic years of UG Programme and earning requisite 184 credits including the 4 credits of internship of duration 4-6 weeks as per scheme of the programme (*Appendix-I; Table-2*).

Further, provided that a Department/College/Institute will be able to admit students for Honours Programme if the institution has got the approval for the same from the University after obtaining approval from Director, Higher Education (DHE), Government of Haryana, wherever applicable.

3.5 A student, who has successfully completed three years in a single major programme and has earned minimum 60 credits in the major subject and obtained CGPA of 7.5 or more, can opt for Honours with Research Degree Programme in that subject in the fourth year. If a student opts to continue or is admitted by a eligible Department/College/Institute to Honours with Research Programme in the fourth year, then the student will be awarded with Bachelor Degree (Honours with Research) in the Major subject after successfully completing four academic years of UG Programme and earning requisite 184 credits including the 4 credits of internship of duration 4-6 weeks and 12 credit of Project/Dissertation as per scheme of the programme (*Appendix-I; Table-2*).

Further, provided that a Department/College/Institute will be able to admit students for Honours with Research Programme only if the institution has got the approval for the same from the University after obtaining approval from Director, Higher Education (DHE), Government of Haryana, wherever applicable.

4. Admission to a UG Programme under Multiple Entry

4.1 The Department/College/Institute shall declare approved total number of seats available discipline-wise each year for fresh and lateral admissions.

4.2 The Department/College/Institute can plan the number of seats discipline-wise in consonance with the faculty and infrastructure available.

4.3 A student can pursue two Undergraduate Programme simultaneously through Open and Distance Learning (ODL)/online mode; or combinations of ODL, online and regular modes, from the same or different Universities/Institutions duly approved by the UGC/AICTE/Regulatory Body/Central Government/State Government, in various combinations, viz.

- i. A student can pursue two full-time UG Programme in physical mode provided that in such cases, class timings and examination schedule for one programme do not overlap with the class timings and examination schedule of the other programme, and requirements under clause 7 are fulfilled. The Department/College/Institute and the University shall not be responsible for any such overlapping and consequences thereof.
- ii. A student can pursue two UG Programme, one in full-time physical mode and another in ODL/online mode; or up to two ODL/online programmes simultaneously.

4.4 Minimum Eligibility Conditions for Admission

A candidate who has passed Senior Secondary Certificate Examination (Class XII level) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with minimum passing marks in aggregate with English as one of the subjects, shall be eligible to join First Semester of the Undergraduate (UG) Programme. In addition, the following conditions, if applicable, should also be satisfied:

- i. to opt for Mathematics as a Major subject, the candidate must have passed Mathematics as a subject in the qualifying examination.
- ii. to opt for Chemistry as a Major subject, the candidate must have passed Chemistry as a subject in the qualifying examination.
- iii. to opt for Major subject in the discipline of Life Sciences, which consists of Botany, Zoology as a one or more than one subject(s), then the candidate must have passed Class XII with Biology as a subject.
- iv. to opt for subjects of Physical Sciences discipline as Major subject(s), the candidate must have passed Mathematics and Physics as subjects in the qualifying examination.

Further, eligibility conditions for admission to a programme shall be applicable as mentioned in the scheme of the concerned subject.

A candidate having 2-Year Diploma from ITI or 3-Year Diploma from Polytechnic of minimum 2 years duration qualified with Hindi core/English as one subject or as an additional subject at Class XII level is also eligible for seeking admission in First Semester of the UG Programme in subjects of Arts discipline or in the disciplines wherever mentioned so.

Note: Eligibility conditions are subject to change according to the implementation of National Curriculum Framework (NCF) for school education or in accordance with any such guidelines issued by the Central/State Government or issued by the University from time to time.

4.5 A student who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (Class XII level) of the Board of School Education, Haryana, or equivalent examination of another University/Board may be allowed to study provisionally for the First

Semester of the UG programme. Such student shall pass the compartment/re-appear subject before commencement of the examination of Ist semester of the concerned UG Programme. If a student does not clear the compartment/re-appear subject even before the commencement of the Ist semester examination, her/his provisional admission to concerned UG Programme shall be cancelled ab initio by the Chairperson/Principal/Director with intimation to the University. However, the Vice-Chancellor may relax this condition, in exceptional cases, oneself or on the recommendations of a committee constituted by the Vice-Chancellor.

For such students, the required percentage of marks for admission shall be determined by considering the minimum pass marks in compartment/re-appear subject.

4.6 A student is allowed multiple entry into a UG Programme. A student can re-enter into second year of a programme if s/he has taken an exit option after first year. Similarly, re-entry into the third year is allowed if exit option was exercised by a candidate after getting UG Diploma after second year. In any case, the gap between the exit and the re-entry into the UG Programme should not be more than three years subject to completion of the whole UG Programme within 7 years. Multiple entry shall be allowed in a Department/College/Institute subject to the availability of seats in that programme in that year in that Department/College/Institute.

4.7 Lateral admissions against sanctioned vacant seats may be made by a Department/College/Institute category-wise following the State Govt. norms for reservation in odd semesters. Lateral admission may be provided in the 3rd, 5th and 7th semesters if a student has passed all the preceding examinations up to 2nd, 4th and 6th semester, respectively of the concerned programme under NEP Curriculum Framework. However, this will be subject to fulfilment of other eligibility conditions for the programme in which the admission is sought.

First preference in the lateral admission will be given to the students of that Department/College/Institute who had taken exit from that programme and are seeking re-entry into the same institution.

5. Subjects and Courses of UG Programmes

5.1 A student of UG Programme (Single Major), herein after called Scheme-B, who gets admission in the first year in the scheme-A, will select three subjects A, B and C in the first year out of the pool of subjects in the admitted discipline offered by the Department/College/Institute as Major Subjects. Minor subject is to be offered from the same discipline and will be different from three subjects which are opted as Major Subjects of that discipline. Any subject in a discipline can be a Major or Minor subject for a UG programme. In case of Physical Sciences and Life Sciences disciplines, if the Minor Subject cannot be offered from the same discipline by a Department/College/Institute, then the Minor Subject may be offered from either of the two disciplines. For Example, if a Department/College/Institute is unable to offer a Minor subject from the discipline of Life Sciences, other than three subjects Botany, Zoology and Chemistry which have been offered as three Major subjects, then Department/College/Institute can offer any subject from the discipline of Physical Sciences as a Minor Subject.

5.2 A student will study Major, Minor, Minor (Vocational), AEC, VAC, SEC, DSEC, DSE, PC and MDC courses as per Curriculum Framework Scheme-A (*Appendix-I; Table 1*).

5.3 For Ist and 2nd semester of UG Programme (Scheme-B), a student can choose a Minor Course of 2 credit from the pool of Minor subjects from that discipline as offered by the Department/College/Institute in that semester. The same minor subject will be studied in subsequent semesters.

5.4 A student will study three Multidisciplinary Courses (MDCs) in first three semesters. The Multidisciplinary Courses (MDCs) will be from the subject which is different from the discipline of Major and Minor subjects. Students are not allowed to choose or repeat courses already undergone at the Senior Secondary Level (Class XII) or disciplines of Major and Minor subjects under this category. Provided

further that if a Multidisciplinary Course (MDC) across the discipline cannot be offered by a Department/College/Institute, due to its constraints and available resources, then

- i. A subject from the same discipline can be offered as MDC course if that subject also belongs to the list of subjects of some other discipline.
- ii. MDC can be opted out of MOOCs through SWAYAM.
- iii. MDC can be completed out of online courses offered by Kurukshetra University, Kurukshetra.
- iv. MDC can be completed from a cluster college i.e., from a neighboring College/Institute.

5.5 A student will select AEC, SEC, VAC and Minor (Vocational) courses from a pool of respective courses offered in Department/College/Institute.

Depending upon the availability of faculty and infrastructure, a Department/College/Institute may offer AEC, SEC, VAC and Minor (Vocational) courses from the respective pool of courses duly approved by the University. University will revise such pools from time to time by taking proposals of Department/College/Institute into consideration.

5.6 A student will study two VACs– ‘Environmental Studies’ and ‘Human Values and Ethics’ and at least one SEC to gain computer competency before exit. The number of these courses will be offered by the Department/College/Institute according to the availability of faculty and infrastructure.

5.7 In the subjects/courses which involve practicum, i.e., Practical/Laboratory/Studio/Project/ Survey/Field work, etc., a course of 4 credits will dedicate 3 credits for lectures and one credit for practicum and in other subjects/courses not having practicum component, a course of 4 credits will dedicate 3 credits for lectures and 1 credit for tutorial.

Similarly, a minor course of 2 credits will dedicate 1 credit for lecture and 1 credit for practicum or 1 credit for lecture and 1 credit for tutorial or 2 credit for lecture.

During 4th year, when the practicum course is offered as a separate course in that subject, then a theory course of 4 credits will dedicate 3 credits for lectures and 1 credit for tutorial but for practicum course, all the credits will be dedicated to practicum.

In the case, when tutorial of 1 credit is not adopted/implemented in a subject, then all the credits of that course will be dedicated to lectures only.

5.8 In case of AEC and VAC of 2 credits, the entire 2 credits will be allocated to lectures.

5.9 In the SEC courses of 3 credit, 2 credit will be allocated to lectures and 1 credit to practicum.

5.10 In the SEC courses of 2 credits, 1 credit will be allocated to lecture and 1 credit to practicum, while in the DSEC courses of 4 credits, 3 credits will be allocated to lectures and 1 credit to practicum.

5.11 In case of Minor (Vocational) courses/subjects, where practicum component is dominant, a course of 4 credits may allocate 2 credits to lectures and 2 credits to practicum with the approval of staff council, board of studies, Dean of respective faculty and Dean Academic Affairs Similarly, a course of 4 credits may be divided in to 2 credits of theory and 2 credits of practicum in the subjects where the practicum component of the course is major and teaching-learning process mainly depends upon practicum, e.g. Music and Fine Arts.

5.12 The weekly contact hours/workload for theory/practical/laboratory/studio/project/survey/ field work, etc. components of the courses will be:

- i. 1 credit theory/tutorial = 1 hour;
- ii. 1 credit practical/laboratory/studio/project/survey/field work = 2 hours.
- iii. The tutorial and practical/laboratory/studio/project/survey/field work will be conducted in groups of students and one group will comprise of 20 students.

5.13 After second semester, when a student opts neither for exit nor for Scheme-A but decides to shift to UG Programme with Single Major Subject (Scheme-B), then s/he has to select the one Major out of the three Major subjects undertaken in first and second semester. The credits earned by the student in other two Major subjects will contribute towards credits of Minor courses. In that case, the student will study one additional core course MCC-2 in the 3rd semester to continue with the scheme of UG Programme (Single Major).

5.14 With the permission of Department/College/Institute, a student can opt for online courses, up to 40% of the courses of the programme except core and SEC courses, through online platform SWAYAM or online courses offered by Kurukshetra University, Kurukshetra or through other such online platforms approved by the UGC as per university guidelines prevailing time to time.

5.15 Internship

Every student for the UG Programme shall be required to undergo 4 credit internship of 4-6 weeks duration before taking an exit or completing the degree programme.

- i. A student for the UG Programme shall be required to undergo internship during summer vacation either after the second semester examination or after the fourth semester examination. If s/he opts to exit with Undergraduate Certificate in Major Subject, then it shall be obligatory to complete the internship after second semester examination.

However, for those students who have taken lateral entry into the third semester and have completed internship of 4-6 weeks duration during first year, the internship is not required after the fourth semester examination

- ii. A student will inform and get approval from the Chairperson/Principal/Director of the Department/College/Institute before going for an internship. The internship will involve working with local industry (Government or Private organizations/Institutions), business establishments, artists, craft persons, or a professional (individual/organization). Student will submit a copy of the report (a hard copy and a soft copy in PDF) to the Department/College/Institute within 15 days after the completion of internship. A student has to submit a certificate of attendance and work done report from the organization/professional where at the internship was done. The evaluation of the internship shall be done by an internal examiner mainly on the basis of the report and viva-voce. Marks will be awarded by the internal examiner out of 100 marks.
- iii. The internship will be governed by the prevailing rules of the University from time to time.

5.16 Project/Dissertation

A student of fourth-year Bachelor Degree (Honours with Research) programme will be required to work on the Research Project or do research during eighth semester. The Project/Dissertation work will be of 12 credits.

- i. A student, who has been admitted in a Honours with Research programme, shall submit a request for allotment of supervisor mentioning her/his research areas of interest in order of preference to the Chairperson/Director/ Principal during seventh semester. The Department/College/Institute shall allot a qualified supervisor to guide the student for doing research during Project/Dissertation work. A regular full-time teacher of that Department/College/Institute, who has been approved to supervise Ph.D. scholars by the university, will be eligible to guide the students of Honours with Research Programme of that institution.
- ii. The student will submit the synopsis to the supervisor. In case of University Teaching Department, the synopsis will be approved by the Departmental Research Advisory Committee after recommendation of the supervisor. In other cases, a Principal/Director of a College/Institute shall constitute a committee at the College/Institute level. External experts may be involved wherever sufficient qualified regular teachers are not available.

- iii. The student shall be required to submit three hard copies of her/his dissertation along with soft copy as PDF file to the Department/Institute/College by 30th June of the concerned year. The late submission can be allowed with late fees as decided by the university from time to time.
- iv. The Anti-plagiarism policy of the university is to be strictly followed by the candidate and the supervisor. Similarity report as per anti-plagiarism policy of the university is to be annexed with the dissertation.
- v. Evaluation of the dissertation shall be done by an external examiner. The dissertation work will be of total 12 credits (300 marks) and evaluation will be done in two components; report of dissertation (8 credits = 200 marks) and open viva-voce examination (4 credits = 100 marks).

5.17 Medium of Instructions and Examination

5.17.1 For Arts/Tourism/Home Science/Commerce subjects, the medium of instructions shall be Hindi/English.

The question paper shall be set in both English and Hindi, wherever feasible, except in the case of

- i. English, in which the questions shall be set in English.
- ii. Sanskrit, in which the questions shall be set in Sanskrit/Hindi.
- iii. Other languages, in which the questions shall be set in the language concerned.

5.17.2 The students shall write their answers:

- (a) in English, in case of English language
- (b) in the language concerned, in the case of Modern Indian Languages
- (c) English/Hindi in the case of other subjects.

5.17.3 For Physical Sciences/Life Sciences Subjects, the medium of instructions shall be mainly English. Hindi medium will also be offered wherever feasible. The question paper shall be set in English. Bilingual question paper (s) will be provided, wherever possible. The students can write their answers in English/Hindi.

5.18 Programme and Course Learning Outcomes

Individual programmes of study will have well defined **Programme Learning Outcomes (PLOs)** which should be attained for the award of a specific Certificate/Diploma/Degree.

Each course will have well defined **Course Learning Outcomes (CLOs)** specific to the learning for a given course of study related to a disciplinary or interdisciplinary/multi-disciplinary area. Course Learning Outcomes (CLOs) will be mapped to Programme Learning Outcomes (PLOs). The attainment of Course Learning Outcomes will lead to the attainment of the Programme Learning Outcomes.

6. Assessment and Evaluation

6.1 Student Progression and Mentoring

- i. Each student shall be examined in the course(s) to help their progression through the programme as laid down in the scheme, syllabus and learning outcomes through a system of Continuous Comprehensive Assessment (CCA) using a mix of Internal and End-Term evaluation.
- ii. Internal Assessment will be broadly 30% of the total marks and weightage of 70% shall be given to evaluation of End-Term examination(s).
- iii. Internal Assessment (30%) shall be broadly based on the following defined components:

- (a) Class Participation.
- (b) Seminar/Presentation/Assignment/Quiz/Class Test, etc. in case of Theory examination and Seminar/Demonstration/Viva-Voce/Lab record, etc. in case of Practical examination.
- (c) Mid-Term Exam

Internal Assessment Marks will be further distributed as per following tables:

Course Composition- Theory/(Theory +Tutorial)			
Course Credit	Internal Assessment Marks	End-Term Exam Marks	Total Marks
2	15	35	50
3	25	50	75
4	30	70	100

Course Composition- Theory + Practical						
Course Credit		Theory		Practical		Total Marks
Theory	Practical	Internal Assessment Marks	End-Term Exam Marks	Internal Assessment Marks	End-Term Exam Marks	
1	1	10	20	5	15	50
2	1	15	35	5	20	75
3	1	20	50	10	20	100
2	2	15	35	15	35	100
0	4	-	-	30	70	100

Total Internal Assessment Marks (Theory)	Class Participation	Seminar/Presentation/Assignment/Quiz/Class Test, etc.	Mid-Term Exam
10	4	-	6
15	4	4	7
20	5	5	10
25	5	7	13
30	5	10	15

Total Internal Assessment Marks (Practicum)	Class Participation	Seminar/Demonstration/Viva-Voce/Lab record, etc.	Mid-Term Exam
5	-	5	NA
10	-	10	NA
15	5	10	NA
30	5	10	15

iv. Absence from Internal Assessment test and/or Mid-Term examination will lead to award of zero marks in that component of Internal Assessment.

v. A student has to obtain minimum 40% marks (Grade 'P') in aggregate (sum of the Internal Assessment and End-Term Examination marks) and in End-Term Examination separately to qualify a course.

6.2 The pass percentage will be 40% (Grade 'P') both for theory and practicum End-Term Examination. For Project/Dissertation work also, the pass percentage will remain 40%.

6.3 The Chairperson/Principal/Director 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 of the university as notified by the Controller of Examinations.

6.4 Internal Assessment marks of a course shall be carried forward in case of re-appear examination of that course.

6.5 The Chairperson/Principal/Director shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the university, up to one year from the date of declaration of semester examination results.

7. Eligibility for Examination

End-Term Examination shall be open to a regular student who

- has been on the rolls of the Department/College/Institute during the semester.
- has passed the requisite qualifying examination as laid down in Clause 4.4 above, if s/he is a candidate for the First Semester Examination.
- has her/his examination form submitted to the Examinations Branch through the Chairperson/Principal/Director of the concerned Department/College/Institute.
- has attended not less than 75% of the lectures in a course. This requirement shall be fulfilled separately for each course of the programme. A deficiency in the prescribed course (Lectures/Practicum, etc.) may be condoned by the Chairperson/Principal/ Director of the Department/College/Institute in deserving cases up to 15%.

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

- v. Provided that a candidate who has not attended the requisite percentage of lectures/practicum shall not be eligible to take the End-Term Examination in the concerned theory/practicum unless s/he repeats the course and obtains requisite attendance.

8. Duration for Passing the Programme

8.1 A student can complete a Bachelor degree programme within seven years. A student who fails to pass the whole examination(s) of a UG programme within seven years of admission to the programme, shall be awarded Undergraduate Certificate/Diploma/Degree on the basis of qualified courses as per credit point, if eligible (*Appendix-I; Table 2*).

8.2 Each student will have to open an Academic Bank of Credit (ABC) account through their concerned Department/College/Institute. At the end of each semester, credits earned by the students will be uploaded in her/his respective ABC account. A student registered in ABC account for a programme will be allowed to complete the respective programme within 7 years or as per the time period stipulated in the ABC for accumulation of credits from time to time or within the period as prescribed by the university for the purpose.

9. Conditions for Promotion to Higher Semester and Rules for Re-appear

9.1 A student who has appeared and failed in one or more courses of the First Semester shall be allowed to study for and appear in the second semester. Such a student may pursue her/his studies for the next higher semester(s) and appear in the examination(s) for the same along with the examination for the lower semester(s).

9.2 A candidate who has attended the prescribed classes of a course(s) of a programme in the Department/College/Institute in a semester and was eligible but did not appear in the End-Term examination or has appeared but fails, may be allowed on the recommendation of the Chairperson/Principal/Director of the Department/College/Institute to appear/re-appear as an ex-student in the End-Term examinations of that course(s) as the case may be, in the subsequent semesters examination up to two times when such examination(s) are held without attending the course(s) again. While re-appearing in the examination, the student shall be exempted from appearing in the course(s)/practical(s) in which s/he has obtained pass marks.

Provided that after completion of regular studies for the whole duration of a programme, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out courses under the permissible chances, within the prescribed time period.

9.3 A candidate who could not complete or has failed in a project/internship, s/he will get only one chance to repeat the project work at the end of the next Semester. Further, if the candidate still fails or remains absent in the project/internship, then s/he will not be eligible for the award of the concerned UG Certificate/Diploma/Degree.

10. Examinations and Result

10.1 End-Term Examinations for the odd semesters shall ordinarily be held in November/December and for the even semesters in May/June, on such dates as may be notified by the Controller of Examinations from time to time.

10.2 Supplementary examinations will be held for Re-appear candidates as under:

Semester	When held
Odd Semester	Along with the First, Third, Fifth and Seventh Semester
Even Semester	Along with the Second, Fourth, Sixth and Eight Semester

Any Semester	Flexi exam on the request of the candidate on a special fee prescribed by the University from time to time.
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10.3 The last date(s) by which the examination forms shall be uploaded on the examination portal shall be as per the schedule notified by the Controller of Examinations from time to time.

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

10.5 The minimum Semester Grade Point Average (SGPA) to qualify a semester shall be 4.00 and minimum Cumulative Grade Point Average (CGPA) required for the award of the UG Certificate/Diploma/Degree shall be 4.00.

10.6 The Examination Branch shall prepare the Grade/Result and the Controller of Examinations will notify the same within the stipulated time.

10.7 If a student is not able to pass any semester examination during her/his regular studies in the programme, her/his pass credits will be accumulated in the Academic Bank of Credits (ABC) and s/he can pass the deficient courses any time within 7 years or as stipulated in the Academic Bank of Credits from time to time.

10.8 A student who discontinues her/his studies at any point of time may be permitted to join the remaining studies and complete balance credits as per Clause 4.

10.9 Award of Grades

Award of grades and the corresponding grade points will be based on absolute marks as per the following table:

Letter grade	Grade Point	Percent Marks
O (Outstanding)	10	>85
A+ (Excellent)	9	>75
A (Very Good)	8	>65
B+(Good)	7	>55
B (Above Average)	6	>50
C (Average)	5	>40
P (Pass)	4	40
F (Fail)	0	< 40
Ab	0	Absent

- The multiplication factor for conversion from SGPA/CGPA to equivalent percentage of marks shall be 10.
- A candidate eligible to take the examination obtaining Grade 'F'/'Ab' will be considered to have failed in the examination/course(s). Such a student will be required to re-appear in that examination/course(s) within the permissible chances as given in Clause 9.

10.10 Computation of SGPA and CGPA

The following shall be the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- i. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a candidate in all the courses taken by the candidate in a semester to the sum of the number of credits of all the courses undertaken by the candidate in that semester, i.e.

$$SGPA(S_j) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course in the j^{th} semester.

- ii. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \frac{\sum(N_j \times S_j)}{\sum N_j}$$

where S_j is the SGPA of the j^{th} semester and N_j is the total number of credits in that semester.

- iii. The SGPA and CGPA shall be rounded off to 2 digits after decimal place and shall be reported in the Detail-Grade-Certificate (DGC).
- iv. A merit list will be prepared for a programme and Gold Medal will be awarded to a candidate securing highest CGPA provided the candidate must have passed all the semester examinations in the first attempt and within minimum duration of the programme. In case, when more than one candidate have the same CGPA, then Gold Medal shall be decided on the basis of actual obtained marks in the programme.

11. Improvement

11.1 A candidate who has passed a UG programme from Kurukshetra University, Kurukshetra and is desirous of improving her/his CGPA in the respective programme (Certificate/Diploma/Degree), will be allowed to appear within next four Semester examinations of passing the eighth semester examination to appear as an ex-student in one or more theory course(s) of any one or two parts, out of Part-I (Semester I & II), Part-II (Semester III & IV), Part-III (Semester V & VI) and Part IV (Semester VII and VIII) separately in four consecutive semester examinations and shall pay examination fee as for the whole semester examination in which s/he opts to appear. The rules, syllabus and fees for improvement examinations shall be applicable as prevailing at that time or as prescribed by the university from time to time.

11.2 The result of improvement examinations shall be declared only if a candidate improves her/his CGPA of the respective programme. Provided further that if a student does not want to avail the remaining chances out of permissible four total chances for improvement, then s/he will submit an undertaking to this effect for declaration of her/his final result. The fact that student has improved the performance/grade shall be mentioned in the Detailed-Grade-Certificate of the candidate.

11.3 Improvement shall not be allowed in Internal Assessment/Practicals/Internship/Field Work/Project/Seminar/Studio etc.

12. Award of Grace Marks

Grace marks will be awarded according to the university rules prevailing from time to time.

13. The ordinance in force at the time a student joins the programme shall hold good only for the examination held during or at the end of the academic year and nothing in this ordinance shall be deemed to debar the university from amending the ordinance and the amended ordinance, if any, shall apply to all the students whether old or new.

14. Notwithstanding anything mentioned above, the Vice-Chancellor can relax any rule in the exceptional cases or when situation demands so.

Transitory Provision

Students admitted to UG Programmes under semester system in Department/College/Institute prior to the academic session 2023-24 shall be governed by the old rules as applicable for that programme for that session. The present rules shall be applicable to the students who take admission in a programme according to Curriculum and Credit Framework for UG Programme (CCFUGP) as per NEP-2020 w.e.f. the academic session 2023-24.

For the students who are admitted in a programme which is not covered in NEP-2020, during the session 2023-24, the existing ordinance for that programme shall remain applicable.

Appendix-1

Table 1: UG Curriculum Framework (Single Major): Scheme-B

Bachelor with Major in (Subject): Scheme B										
When a student opts for Single Major after first year of UG Programme (Multidisciplinary)										
Semester	Subject-1 Core Courses	Subject-2 Core Courses	Subject-3 Core Courses	Minor/ Vocational	Multidisciplinary Courses	Ability Enhancement Courses	Skill Enhancement Courses	Value Added Course	Total Credits	Exit Option
I	CC-A1 4credit	CC-B1 4 credit	CC-C1 4credit	CC-M1 2 credit	MDC-1 3 credit	AEC-1 2 credit	SEC-1 3 credit	VAC-1 2 credit	24	Under Graduate Certificate in Discipline with 52 credits
II	CC-A2 4 credit	CC-B2 4 credit	CC- C2 4 credit	CC-M2 2 credit	MDC-2 3credit	AEC-2 2 credit	SEC-2 3 credit	VAC-2 2 credit	24	
Internship of 4 credits of 4-6 weeks duration after 2nd semester										

Appendix-1

Appendix 1

Semester	Major Subject	Minor/Vocational	Multidisciplinary Courses	Ability Enhancement Courses	Skill Enhancement Courses	Value Added Courses	Total Credits	Exit Option
III	MCC-A2 4 credit MCC-A4 4 credit MCC-A5 4 credit	CC-M3(V) 4 credit	MDC-3 3 credit	AEC-3 2 credit	SEC-3 3 credit	--	24	Under Graduate Diploma in Subject with 100 credits
IV	MCC-A6 4 credit MCC-A7 4 credit MCC-A8 4 credit DSE-A1 4 credit	CC-M4(V) 4 credit	--	AEC-4 2 credit	--	VAC-3 2 credit	24	
Internship of 4 credits of 4-6 weeks duration after 4th semester (if not done after 2nd semester)								
V	MCC-A9 4 credit MCC-A10 4 credit DSE-A2 4 credit DSE-A3 4 credit	--	--		Internship# 4 credit	--	20	Bachelor with Major in (Subject) after earning 136 Credits
VI	MCC-A11 4 credit MCC-A12 4 credit DSE-A4 4 credit DSE-A5 4 credit	CC-M5(V) 4 credit	--	--	--	--	20	
Credits	Major = 68	Minor = 32*	MDC = 09	AEC=08	Internship=4	VAC =06	SEC=09	Total=136
*16 credits earned in two subjects studied in first year, other than Major Subject opted in second year will be taken in to account as credits of Minor.								
# Four credits of internship, earned by a student during summer internship after 2nd semester or 4th semester, will be taken into account in 5th semester of a student who pursue 3 year UG Programme without taking exit option.								

Appendix-1

Fourth Year (Honours Programme)						
Semester	Major Subject			Minor Subject		
	Core Courses	Discipline Specific Courses	Practicum Courses	Core Courses	Total credits	Degree to be awarded
VII	CC-H1 4 Credits CC- H2 4 Credits CC-H3 4 Credits	DSE-H1 4 credit	PC-H1 4 credit	CC-HM1 4 credit	24	Bachelor (Honours)in Major subject with 184 Credits
VIII	CC-H4 4 Credits CC-H5 4 Credits CC-H6 4 Credits	DSE-H2 4 credit	PC-H2 4 credit	CC-HM2 4 credit	24	
OR						
VII	CC-H1 4 Credits CC-H2 4 Credits CC-H3 4 Credits	DSE-H1 4 credit	PC-H1 4 credit	CC-HM1 4 credit	24	Bachelor (Honours with Research) in Major subject with 184 Credits
VIII	CC-H4 4 Credits CC-H5 4 Credits		Project/Dissertation 12 credits	CC-HM2 4 credit	24	

Appendix-1

Table 2: Credit Point Table for UG Programme (Single Major): Scheme-B

Sr No	Broad Category of Course	Credits Earned After				
		1-Year	2-Year	3-Year	4-Year (Honours)	4-Year (Honours with Research)
1	Major Subjects	24	36	68	108	96
2	Minor Subjects	4	28	32	40	40
3	Multidisciplinary Courses (MDC)	6	9	9	9	9
4	Ability Enhancement Courses (AEC)	4	8	8	8	8
5	Skill Enhancement Courses (SEC)	6	9	9	9	9
6	Value Added Courses (VAC)	4	6	6	6	6
7	Internship	4*	4*	4	4	4
8	Research					12
	Total	52	100	136	184	184
		* Added in case of Exit from a Programme				

Notes:

- i. Credits (C), Core Courses (CC); Skill Enhancement Courses (SEC); Ability Enhancement Courses (AEC); Value Added Courses (VAC); Multidisciplinary Courses (MDC), Minor Course (CC-M), Minor Course (Vocational) (CC-M(V)), Core course in Honours discipline (CCH): Discipline specific elective course in Honours (DSE-H); Practicum Course in Honours subject (PC-H); Core Course in Minor Subject (CC-HM) of Honours Programme.
- ii. A student of UG Programme (Scheme-B) will select 3 Major subjects in the first year out of the pool of subjects in that discipline offered by the Department/College/Institute. In the second year, the student will select one major subject out of these 3 subjects to shift to UG Programme (Single Major).
- iii. For 1st and 2nd semester of UG Programme (Scheme-B), a student can choose a Minor course of 2 credit from the pool of Minor courses offered by the Department/College/Institute in that semester.
- iv. A student will study AEC, VAC, SEC, MDC and Minor (Vocational) Courses from the respective pools of the courses offered by Department/College/Institute duly approved by the University.
- v. A student will opt for MDC course from the subject which is different from the discipline of major subjects and should also be different from the courses undergone at senior secondary level (Class XII).
- vi. 4-year UG (Honours) or (Honours with Research) in Major Subject will be offered after completion of 3-Year UG programme (Single Major) to those students who have completed at least 60 credits in the concerned Major Subject. In addition to the above, 4-Year UG (Honours with Research) in Major Subject will be offered only to those students who have obtained CGPA 7.5 or more in the 3-Year UG programme.
- vii. In addition to the defined practicum courses, the practicum courses may include seminar or other activities as recommended by the concerned Board of Studies in case of Non-Practicum subjects. The Practicum course may be replaced by a theory course wherever Board of Studies decides so.

***ORDINANCE**
UNDERGRADUATE PROGRAMME (SINGLE MAJOR)
SCHEME-C
(Certificate, Diploma, Bachelor Degree and Bachelor Degree (Honours),
Bachelor Degree (Honours with Research)
SEMESTER SYSTEM
Under Learning Outcome Based Curriculum Framework-Choice Based Credit System
(LOCF-CBCS) as per NEP-2020
(w.e.f. Session 2023-24)

1. Scope

This Ordinance is based on National Education Policy-2020 (NEP-2020), Learning Outcome Based Curriculum Framework-Choice Based Credit System (LOCF-CBCS) and is according to the Curriculum and Credit Framework for UG Programmes (CCFUGP) of University Grants Commission. This ordinance shall be applicable to Undergraduate Programmes with Single Major of Kurukshetra University, Kurukshetra under NEP-2020 w.e.f. the Academic Session 2023-24.

1.1 The duration of the programme for the award of Undergraduate Certificate in Major subject will be one academic year and of Undergraduate Diploma in Major subject will be two academic years. The duration of Bachelor Degree in Major subject will be three academic years and that of Bachelor Degree (Honours/Honours with Research) in Major subject will be four academic years. Each academic year will be divided into two semesters i.e., July to December and January to June.

1.2 There shall be teaching of 15 weeks in each semester excluding admission and examination days.

1.3 The nomenclature of the Certificate/Diploma/Degree will be as under:

- a) UG Certificate in <Major Subject>
- b) UG Diploma in <Major Subject>
- c) Bachelor of Arts with Major in <Major Subject>
or
Bachelor of Science with Major in <Major Subject>
- d) Bachelor of Arts (Hons.) in <Major Subject>
or
Bachelor of Arts (Hons. with Research) in <Major Subject>
or
Bachelor of Science (Hons.) in <Major Subject>
or
Bachelor of Science (Hons. with Research) in <Major Subject>

2. Key Terms

2.1 Academic Year and Semester: Two consecutive (one odd and one even) semesters will constitute one academic year. A semester will consist of 90 days of academic work.

2.2 Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week over the duration of one semester. For calculation of the teaching hours, one credit means one hour of lecture or one hour of tutorial or one hour of seminar or two hours of practicum/laboratory work per week over the duration of a semester.

* Approved vide Executive Council Res. No. 32 (25) of 22.08.2023.

2.3 Learning Outcome based Curriculum Framework (LOCF): The learning outcomes of the programme are mapped against well-defined Course Learning Outcomes (CLOs).

2.4 Choice Based Credit System (CBCS): The CBCS provides choices to students to select disciplinary and interdisciplinary courses to fit into their own requirements and to learn at their own pace within the framework.

2.5 Programme: A programme is made up of courses and leads to the award of a Certificate, Diploma or Degree after completing requisite courses successfully.

2.6 Course: A course refers to component of a programme. A course may comprise of lectures/tutorials/practicum or laboratory work/field practice/project work/seminar/ community engagement and service/internship/dissertation, etc. or any combination of these.

2.6.1 Lecture: Component of a course which is taught by a teacher through lectures covering the contents of a course.

2.6.2 Tutorial: Component of a course which involves problem-solving, learning through discussions and remedial teaching related to the contents and periphery of a course with the direct involvement of a teacher.

2.6.3 Practicum: A course or a component of a course which enables students to learn or to attain skills or to get procedural knowledge for the contents of a course through practical/laboratory activity/project and to apply learnt/studied principles/theory/concepts related to the chosen field of learning, work/vocation, or professional practice in the field of learning, work/vocation under the supervision of a teacher.

2.6.4 Seminar: A course or a component of a course which makes students to learn a specific topic through in-depth exploration and analysis of facts about the topic in a set-up that involves presentation, interactive discussions and collaborative learning under the supervision of a teacher.

2.6.5 Internship: A course requiring students to participate in professional employment-related activity or work experience or co-operative education activity with an entity external to the educational institution normally under the supervision of an employee of an organization or an individual professional. A key aspect of the internship is induction into actual, formal and organized work situations. Internship involves working with local industry (Government or Private organizations), business establishments, artists, craft persons, etc. to provide opportunities for students to actively engage in on-site experiential learning.

2.6.6 Studio Activity: A studio activity involves engagement of students in creative, artistic or experimental activities involving visual, digital, audio, video and other professional experiential work.

2.6.7 Field Work/Practice/Survey/Project: A course or a component of course which enables students to participate in field-based learning/project, involving application of knowledge in solving/analyzing/exploring a real-life situation/difficult problem under the supervision of a teacher/mentor.

2.6.8 Project Work: A course or a component of a course which facilitates students to apply their knowledge, skills and critical thinking ability to complete a specific task in a given time frame through conceptualization, exploration and analysis of research-based activities to suggest tangible solutions for a given problem related to the chosen field of learning.

2.6.9 Dissertation: Dissertation is a comprehensive report of the work done in a research project/field work/survey, based on a systematic and rigorous investigation of the chosen topic utilizing research methods.

2.6.10 Community Engagement and Service: A course or a component of a course which exposes the students to the socio-economic issues prevailing in society so that the theoretical learning can be supplemented by actual life experiences to understand and generate solutions to real-life problems.

2.7 Major and Minor Subject: Major subject is a subject of main focus in a discipline which equips a student with in-depth knowledge, understanding and skills in the chosen subject contributing majorly to the programme.

Minor subject helps a student to gain a broader understanding in addition to the Major subject. The courses in a Major subject will be Core Courses (CC), Discipline Specific Elective (DSE), Discipline Skill Enhancement Course (DSEC), Practicum (PC), Project/Dissertation, while a Minor subject will include CC as well as Vocational Courses (VOC).

2.7.1 Core Course (CC): A compulsory course of a subject aimed to cover the basics of Major/Minor subject.

2.7.2 Discipline Specific Elective (DSE) Course: A discipline specific elective course is a course aimed to impart options for varied knowledge and skills in the specialized fields of a Discipline/subject.

2.7.3 Discipline Skill Enhancement Course (DSEC): A discipline skill enhancement course is a course aimed to provide knowledge, skills, training and competencies in a discipline/subject.

2.7.4 Vocational Courses (VOC): A vocational course is focused on practical work, preparing students for a particular skilled profession. Such courses develop capacities for sustenance, work, and economic participation and develop values and sensibilities toward physical work and dignity of labour.

2.8 Other Courses

2.8.1 Multidisciplinary Courses (MDC): These courses are based on introductory knowledge in a subject. A student will study MDC in a subject other than the discipline of Major and Minor subjects to gain knowledge across the disciplines.

2.8.2 Ability Enhancement Courses (AEC): These courses aim at enabling the students to achieve competency in the English language or Modern Indian Languages (MIL) with special emphasis on language and communication skills.

2.8.3 Skill Enhancement Courses (SEC): These courses aim at imparting practical skills, hands-on training, soft skills, etc. to enhance the employability of students.

2.8.4 Value-Added Courses (VAC): These courses aim at enabling the students to acquire and demonstrate the acquisition of knowledge and understanding of human values, Indian Knowledge System (IKS), contemporary India, environmental science and education, digital and technical solutions, health and wellness, yoga education, sports and fitness, etc.

2.9. Key Terms related to Evaluation

2.9.1 Letter Grade: It is an index of the performance of a student in a course. Grades are denoted by letters O, A+, A, B+, B, C, P, F and Ab depending on the score earned in that course.

2.9.2 Grade Point: It is a numerical value allotted to each letter grade on a 10-point scale.

2.9.3 Credit Point: It is the product of grade point and number of credits for a course.

2.9.4 Semester Grade Point Average (SGPA): It is a measure of performance of a student in a semester. It is the ratio of total credit points secured by a student in all the courses registered in a semester to the total of the credits of the courses taken during that semester. It shall be expressed up to two digits after decimal place.

2.9.5 Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student in a programme over all the semesters. The CGPA is the ratio of total credit points secured by a student in all the courses of the programme to the sum of the total credits of all the courses of the programme. It is expressed up to two digits after decimal place.

2.9.6 Detailed-Grade-Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The Detailed-Grade-Certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester.

2.10 Academic Bank of Credits (ABC): It is a virtual/digital mechanism that contains information of the credits earned by individual students throughout their learning journey in Higher Education Institutions in India recognized by UGC.

3. Programme Duration and Multiple Exit Options

All programmes shall be offered as per UGC list of 'Specification of Degree' prevailing from time to time. The programme duration and options for multiple entry and exit will be as per UG Curriculum Framework–Scheme-C (*Appendix-I; Table-1*).

3.1 A student will be allowed an exit option after passing first academic year of the UG Programme with requisite 48 credits including the 4 credits of internship of 4-6 weeks duration as per scheme of the programme and will be awarded an Undergraduate Certificate in the Major subject (*Appendix-I; Table-2*).

3.2 A student will be allowed an exit option after passing two academic years of the UG Programme with requisite 94 credits including the 4 credits of internship of 4-6 weeks duration as per scheme of the programme and will be awarded Undergraduate Diploma in the Major subject (*Appendix-I; Table-2*).

3.3 A student will be awarded with Bachelor degree in the Major subject after completing three academic years of the UG Programme and earning requisite 136 credits including the 60 credits in the major subject and 4 credits of internship of 4-6 weeks duration as per scheme of the programme (*Appendix-I; Table-2*).

3.4 A student, who has successfully completed three years in a single major programme and has earned minimum 60 credits in the major subject, can opt for Honours programme in that subject in the fourth year. If a Department/College/Institute allows to continue the student or admits the student for fourth year of Honours Programme, then the student will be awarded with Bachelor degree (Honours) in the Major subject after successfully completing four academic years of UG Programme and earning requisite 184 credits including the 4 credits of internship of duration 4-6 weeks as per scheme of the programme (*Appendix-I; Table-2*).

Further, provided that a Department/College/Institute will be able to admit students for Honours Programme if the institution has got the approval for the same from the University after obtaining approval from Director, Higher Education (DHE), Government of Haryana, wherever applicable.

3.5 A student, who has successfully completed three years in a single major programme and has earned minimum 60 credits in the major subject and obtained CGPA of 7.5 or more, can opt for Honours with Research Degree Programme in that subject in the fourth year. If a student opts to continue or is admitted by a eligible Department/College/Institute to Honours with Research Programme in the fourth year, then the student will be awarded with Bachelor Degree (Honours with Research) in the Major subject after successfully completing four academic years of UG Programme and earning requisite 184 credits including the 4 credits of internship of duration 4-6 weeks and 12 credit of Project/Dissertation as per scheme of the programme (*Appendix-I; Table-2*).

Further, provided that a Department/College/Institute will be able to admit students for Honours with Research Programme only if the institution has got the approval for the same from the University after obtaining approval from Director, Higher Education (DHE), Government of Haryana, wherever applicable.

4. Admission to a UG Programme under Multiple Entry

4.1 The Department/College/Institute shall declare approved total number of seats available discipline-wise each year for fresh and lateral admissions.

4.2 The Department/College/Institute can plan the number of seats discipline-wise in consonance with the faculty and infrastructure available.

4.3 A student can pursue two Undergraduate Programme simultaneously through Open and Distance Learning (ODL)/online mode; or combinations of ODL, online and regular modes, from the same or different Universities/Institutions duly approved by the UGC/AICTE/Regulatory Body/Central Government/State Government, in various combinations, viz.

- i. A student can pursue two full-time UG Programme in physical mode provided that in such cases, class timings and examination schedule for one programme do not overlap with the class timings and examination schedule of the other programme, and requirements under clause 7 are fulfilled. The Department/College/Institute and the University shall not be responsible for any such overlapping and consequences thereof.
- ii. A student can pursue two UG Programme, one in full-time physical mode and another in ODL/online mode; or up to two ODL/online programmes simultaneously.

4.4 Minimum Eligibility Conditions for Admission

A candidate who has passed Senior Secondary Certificate Examination (Class XII level) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with minimum passing marks in aggregate with English as one of the subjects, shall be eligible to join First Semester of the Undergraduate (UG) Programme. In addition, the following conditions, if applicable, should also be satisfied:

- i. to opt for Mathematics as a Major subject, the candidate must have passed Mathematics as a subject in the qualifying examination.
- ii. to opt for Chemistry as a Major subject, the candidate must have passed Chemistry as a subject in the qualifying examination.
- iii. to opt for Major subject in the discipline of Life Sciences, which consists of Botany, Zoology as a one or more than one subject(s), then the candidate must have passed Class XII with Biology as a subject.

Further, eligibility conditions for admission to a programme shall be applicable as mentioned in the scheme of the concerned subject.

A candidate having 2-Year Diploma from ITI or 3-Year Diploma from Polytechnic of minimum 2 years duration qualified with Hindi core/English as one subject or as an additional subject at Class XII level is also eligible for seeking admission in First Semester of the UG Programme in subjects of Arts discipline or in the disciplines wherever mentioned so.

Note: Eligibility conditions are subject to change according to the implementation of National Curriculum Framework (NCF) for school education or in accordance with any such guidelines issued by the Central/State Government or issued by the University from time to time.

4.5 A student who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (Class XII level) of the Board of School Education, Haryana, or equivalent examination of another University/Board may be allowed to study provisionally for the First Semester of the UG programme. Such student shall pass the compartment/re-appear subject before commencement of the examination of Ist semester of the concerned UG Programme. If a student does not clear the compartment/re-appear subject even before the commencement of the Ist semester examination, her/his provisional admission to concerned UG Programme shall be cancelled ab initio by the Chairperson/Principal/Director with intimation to the University. However, the Vice-Chancellor may relax this condition, in exceptional cases, oneself or on the recommendations of a committee constituted by the Vice-Chancellor.

For such students, the required percentage of marks for admission shall be determined by considering the minimum pass marks in compartment/re-appear subject.

4.6 A student is allowed multiple entry into a UG Programme. A student can re-enter into second year of a programme if s/he has taken an exit option after first year. Similarly, re-entry into the third year is allowed if exit option was exercised by a candidate after getting UG Diploma after second year. In any case, the gap between the exit and the re-entry into the UG Programme should not be more than three years subject to completion of the whole UG Programme within 7 years. Multiple entry shall be allowed in a Department/College/Institute subject to the availability of seats in that programme in that year in that Department/College/Institute.

4.7 Lateral admissions against sanctioned vacant seats may be made by a Department/College/Institute category-wise following the State Govt. norms for reservation in odd semesters. Lateral admission may be provided in the 3rd, 5th and 7th semesters if a student has passed all the preceding examinations up to 2nd, 4th and 6th semester, respectively of the concerned programme under NEP Curriculum Framework. However, this will be subject to fulfillment of other eligibility conditions for the programme in which the admission is sought.

First preference in the lateral admission will be given to the students of that Department/College/Institute who had taken exit from that programme and are seeking re-entry into the same institution.

5. Subjects and Courses of UG Programmes

5.1 A student of UG Programme (Major), herein after called Scheme-C, who is seeking admission in the programme with single Major subject in the first year offered by the Department/College/Institute study core courses in the Major subject as per scheme of the concerned subject. Minor subject, different from the Major subject, is to be offered from the same discipline. Any subject in a discipline can be a Major or Minor subject for a UG programme. In case of Physical Sciences and Life Sciences disciplines, if the Minor Subject cannot be offered from the same discipline by a Department/College/Institute, then the Minor Subject may be offered from either of the two disciplines. For Example, if a Department/College/Institute is unable to offer a Minor subject from the discipline of Life Sciences, other than three subjects Botany, Zoology and Chemistry which have been offered as three Major subjects, then Department/College/Institute can offer any subject from the discipline of Physical Sciences as a Minor Subject.

5.2 A student will study Major, Minor, Minor (Vocational), AEC, VAC, SEC, DSEC, DSE, PC and MDC courses as per Curriculum Framework Scheme-A (*Appendix-I; Table 1*).

5.3 For UG Programme (Major) (Scheme-C), a Minor course will be of 4 credits and will be taken out of the offered Core courses of that subject in that semester. For example, if a student takes Mathematics as a Minor subject, then the Core course CC-3 of Scheme of Mathematics will be a minor course in the 3rd semester and so on in the subsequent semesters.

5.4 A student will study three Multidisciplinary Courses (MDCs) in first three semesters. The Multidisciplinary Courses (MDCs) will be from the subject which is different from the discipline of Major and Minor subjects. Students are not allowed to choose or repeat courses already undergone at the Senior Secondary Level (Class XII) or disciplines of Major and Minor subjects under this category. Provided further that if a Multidisciplinary Course (MDC) across the discipline cannot be offered by a Department/College/Institute, due to its constraints and available resources, then

- i. A subject from the same discipline can be offered as MDC course if that subject also belongs to the list of subjects of some other discipline.
- ii. MDC can be opted out of MOOCs through SWAYAM.
- iii. MDC can be completed out of online courses offered by Kurukshetra University, Kurukshetra.
- iv. MDC can be completed from a cluster college i.e., from a neighboring College/Institute.

5.5 A student will select AEC, SEC, VAC and Minor (Vocational) courses from a pool of respective courses offered in Department/College/Institute.

Depending upon the availability of faculty and infrastructure, a Department/College/Institute may offer AEC, SEC, VAC and VOC courses from the respective pool of courses duly approved by the University. University will revise such pools from time to time by taking proposals of Department/College/Institute into consideration.

5.6 A student will study two VACs– ‘Environmental Studies’ and ‘Human Values and Ethics’ and at least one SEC to gain computer competency before exit. The number of these courses will be offered by the Department/College/Institute according to the availability of faculty and infrastructure.

5.7 In the subjects/courses which involve practicum, i.e., Practical/Laboratory/Studio/Project/ Survey/Field work, etc., a course of 4 credits will dedicate 3 credits for lectures and one credit for practicum and in other subjects/courses not having practicum component, a course of 4 credits will dedicate 3 credits for lectures and 1 credit for tutorial.

Similarly, a minor course of 2 credits will dedicate 1 credit for lecture and 1 credit for practicum or 1 credit for lecture and 1 credit for tutorial or 2 credit for lecture.

During 4th year, when the practicum course is offered as a separate course in that subject, then a theory course of 4 credits will dedicate 3 credits for lectures and 1 credit for tutorial but for practicum course, all the credits will be dedicated to practicum.

In the case, when tutorial of 1 credit is not adopted/implemented in a subject, then all the credits of that course will be dedicated to lectures only.

5.8 In case of AEC and VAC of 2 credits, the entire 2 credits will be allocated to lectures.

5.9 In the SEC courses of 3 credit, 2 credit will be allocated to lectures and 1 credit to practicum.

5.10 In the SEC courses of 2 credits, 1 credit will be allocated to lecture and 1 credit to practicum, while in the DSEC courses of 4 credits, 3 credits will be allocated to lectures and 1 credit to practicum.

5.11 In case of Minor (Vocational) courses/subjects, where practicum component is dominant, a course of 4 credits may allocate 2 credits to lectures and 2 credits to practicum with the approval of staff council, board of studies, Dean of respective faculty and Dean Academic Affairs Similarly, a course of 4 credits may be divided in to 2 credits of theory and 2 credits of practicum in the subjects where the practicum component of the course is major and teaching-learning process mainly depends upon practicum, e.g. Music and Fine Arts.

5.12 The weekly contact hours/workload for theory/practical/laboratory/studio/project/survey/ field work, etc. components of the courses will be:

- i. 1 credit theory/tutorial = 1 hour;
- ii. 1 credit practical/laboratory/studio/project/survey/field work = 2 hours.
- iii. The tutorial and practical/laboratory/studio/project/survey/field work will be conducted in groups of students and one group will comprise of 20 students.

5.13 With the permission of Department/College/Institute, a student can opt for online courses, up to 40% of the courses of the programme except core and SEC courses, through online platform SWAYAM or online courses offered by Kurukshetra University, Kurukshetra or through other such online platforms approved by the UGC as per university guidelines prevailing time to time.

5.14 Internship

Every student for the UG Programme shall be required to undergo 4 credit internship of 4-6 weeks duration before taking an exit or completing the degree programme.

- i. A student for the UG Programme shall be required to undergo internship during summer vacation either after the second semester examination or after the fourth semester examination. If s/he opts to exit with Undergraduate Certificate in Major Subject, then it shall be obligatory to complete the internship after second semester examination.

However, for those students who have taken lateral entry into the third semester and have completed internship of 4-6 weeks duration during first year, the internship is not required after the fourth semester examination

- ii. A student will inform and get approval from the Chairperson/Principal/Director of the Department/College/Institute before going for an internship. The internship will involve working with local industry (Government or Private organizations/ Institutions), business establishments, artists, craft persons, or a professional (individual/organization). Student will submit a copy of the report (a hard copy and a soft copy in PDF) to the Department/College/Institute within 15 days after the completion of internship. A student has to submit a certificate of attendance and work done report from the organization/professional where at the internship was done. The evaluation of the internship shall be done by an internal examiner mainly on the basis of the report and viva-voce. Marks will be awarded by the internal examiner out of 100 marks.
- iii. The internship will be governed by the prevailing rules of the University from time to time.

5.15 Project/Dissertation

A student of fourth-year Bachelor Degree (Honours with Research) programme will be required to work on the Research Project or do research during eighth semester. The Project/Dissertation work will be of 12 credits.

- i. A student, who has been admitted in a Honours with Research programme, shall submit a request for allotment of supervisor mentioning her/his research areas of interest in order of preference to the Chairperson/Director/ Principal during seventh semester. The Department/College/Institute shall allot a qualified supervisor to guide the student for doing research during Project/Dissertation work. A regular full-time teacher of that Department/College/Institute, who has been approved to supervise Ph.D. scholars by the university, will be eligible to guide the students of Honours with Research Programme of that institution.
- ii. The student will submit the synopsis to the supervisor. In case of University Teaching Department, the synopsis will be approved by the Departmental Research Advisory Committee after recommendation of the supervisor. In other cases, a Principal/Director of a College/Institute shall constitute a committee at the College/Institute level. External experts may be involved wherever sufficient qualified regular teachers are not available.
- iii. The student shall be required to submit three hard copies of her/his dissertation along with soft copy as PDF file to the Department/Institute/College by 30th June of the concerned year. The late submission can be allowed with late fees as decided by the university from time to time.
- iv. The Anti-plagiarism policy of the university is to be strictly followed by the candidate and the supervisor. Similarity report as per anti-plagiarism policy of the university is to be annexed with the dissertation.
- v. Evaluation of the dissertation shall be done by an external examiner. The dissertation work will be of total 12 credits (300 marks) and evaluation will be done in two components; report of dissertation (8 credits = 200 marks) and open viva-voce examination (4 credits = 100 marks).

5.16 Medium of Instructions and Examination

5.16.1 For Arts/Tourism/Home Science/Commerce subjects, the medium of instructions shall be Hindi/English.

The question paper shall be set in both English and Hindi, wherever feasible, except in the case of

- English, in which the questions shall be set in English.
- Sanskrit, in which the questions shall be set in Sanskrit/Hindi.
- Other languages, in which the questions shall be set in the language concerned.

5.16.2 The students shall write their answers:

- in English, in case of English language
- in the language concerned, in the case of Modern Indian Languages
- English/Hindi in the case of other subjects.

5.16.3 For Physical Sciences/Life Sciences Subjects, the medium of instructions shall be mainly English. Hindi medium will also be offered wherever feasible. The question paper shall be set in English. Bilingual question paper (s) will be provided, wherever possible. The students can write their answers in English/Hindi.

5.17 Programme and Course Learning Outcomes

Individual programmes of study will have well defined **Programme Learning Outcomes (PLOs)** which should be attained for the award of a specific Certificate/Diploma/Degree.

Each course will have well defined **Course Learning Outcomes (CLOs)** specific to the learning for a given course of study related to a disciplinary or interdisciplinary/multi-disciplinary area. Course Learning Outcomes (CLOs) will be mapped to Programme Learning Outcomes (PLOs). The attainment of Course Learning Outcomes will lead to the attainment of the Programme Learning Outcomes.

6. Assessment and Evaluation

6.1 Student Progression and Mentoring

- Each student shall be examined in the course(s) to help their progression through the programme as laid down in the scheme, syllabus and learning outcomes through a system of Continuous Comprehensive Assessment (CCA) using a mix of Internal and End-Term evaluation.
- Internal Assessment will be broadly 30% of the total marks and weightage of 70% shall be given to evaluation of End-Term examination(s).
- Internal Assessment (30%) shall be broadly based on the following defined components:
 - Class Participation.
 - Seminar/Presentation/Assignment/Quiz/Class Test, etc. in case of Theory examination and Seminar/Demonstration/Viva-Voce/Lab record, etc. in case of Practical examination.
 - Mid-Term Exam

Internal Assessment Marks will be further distributed as per following tables:

Course Composition- Theory/(Theory +Tutorial)			
Course Credit	Internal Assessment Marks	End-Term Exam Marks	Total Marks
2	15	35	50
3	25	50	75
4	30	70	100

Course Composition- Theory + Practical						
Course Credit		Theory		Practical		Total Marks
Theory	Practical	Internal Assessment Marks	End-Term Exam Marks	Internal Assessment Marks	End-Term Exam Marks	
1	1	10	20	5	15	50
2	1	15	35	5	20	75
3	1	20	50	10	20	100
2	2	15	35	15	35	100
0	4	-	-	30	70	100

Total Internal Assessment Marks (Theory)	Class Participation	Seminar/Presentation/ Assignment/Quiz/Class Test, etc.	Mid-Term Exam
10	4	-	6
15	4	4	7
20	5	5	10
25	5	7	13
30	5	10	15

Total Internal Assessment Marks (Practicum)	Class Participation	Seminar/Demonstration/ Viva-Voce/Lab record, etc.	Mid-Term Exam
5	-	5	NA
10	-	10	NA
15	5	10	NA
30	5	10	15

iv. Absence from Internal Assessment test and/or Mid-Term examination will lead to award of zero marks in that component of Internal Assessment.

v. A student has to obtain minimum 40% marks (Grade 'P') in aggregate (sum of the Internal Assessment and End-Term Examination marks) and in End-Term Examination separately to qualify a course.

6.2 The pass percentage will be 40% (Grade 'P') both for theory and practicum End-Term Examination. For Project/Dissertation work also, the pass percentage will remain 40%.

6.3 The Chairperson/Principal/Director 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 of the university as notified by the Controller of Examinations.

6.4 Internal Assessment marks of a course shall be carried forward in case of re-appear examination of that course.

6.5 The Chairperson/Principal/Director shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the university, up to one year from the date of declaration of semester examination results.

7. Eligibility for Examination

End-Term Examination shall be open to a regular student who

- has been on the rolls of the Department/College/Institute during the semester.

- ii. has passed the requisite qualifying examination as laid down in Clause 4.4 above, if s/he is a candidate for the First Semester Examination.
- iii. has her/his examination form submitted to the Examinations Branch through the Chairperson/Principal/Director of the concerned Department/College/Institute.
- iv. has attended not less than 75% of the lectures in a course. This requirement shall be fulfilled separately for each course of the programme. A deficiency in the prescribed course (Lectures/Practicum, etc.) may be condoned by the Chairperson/Principal/Director of the Department/College/Institute in deserving cases up to 15%.

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

- v. Provided that a candidate who has not attended the requisite percentage of lectures/practicum shall not be eligible to take the End-Term Examination in the concerned theory/practicum unless s/he repeats the course and obtains requisite attendance.

8. Duration for Passing the Programme

8.1 A student can complete a Bachelor degree programme within seven years. A student who fails to pass the whole examination(s) of a UG programme within seven years of admission to the programme, shall be awarded Undergraduate Certificate/Diploma/Degree on the basis of qualified courses as per credit point, if eligible (*Appendix-I; Table 2*).

8.2 Each student will have to open an Academic Bank of Credit (ABC) account through their concerned Department/College/Institute. At the end of each semester, credits earned by the students will be uploaded in her/his respective ABC account. A student registered in ABC account for a programme will be allowed to complete the respective programme within 7 years or as per the time period stipulated in the ABC for accumulation of credits from time to time or within the period as prescribed by the university for the purpose.

9. Conditions for Promotion to Higher Semester and Rules for Re-appear

9.1 A student who has appeared and failed in one or more courses of the First Semester shall be allowed to study for and appear in the second semester. Such a student may pursue her/his studies for the next higher semester(s) and appear in the examination(s) for the same along with the examination for the lower semester(s).

9.2 A candidate who has attended the prescribed classes of a course(s) of a programme in the Department/College/Institute in a semester and was eligible but did not appear in the End-Term examination or has appeared but fails, may be allowed on the recommendation of the Chairperson/Principal/Director of the Department/College/Institute to appear/re-appear as an ex-student in the End-Term examinations of that course(s) as the case may be, in the subsequent semesters examination up to two times when such examination(s) are held without attending the course(s) again. While re-appearing in the examination, the student shall be exempted from appearing in the course(s)/practical(s) in which s/he has obtained pass marks.

Provided that after completion of regular studies for the whole duration of a programme, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out courses under the permissible chances, within the prescribed time period.

9.3 A candidate who could not complete or has failed in a project/internship, s/he will get only one chance to repeat the project work at the end of the next Semester. Further, if the candidate still fails or remains absent in the project/internship, then s/he will not be eligible for the award of the concerned UG Certificate/Diploma/Degree.

10. Examinations and Result

10.1 End-Term Examinations for the odd semesters shall ordinarily be held in November/December and for the even semesters in May/June, on such dates as may be notified by the Controller of Examinations from time to time.

10.2 Supplementary examinations will be held for Re-appear candidates as under:

Semester	When held
Odd Semester	Along with the First, Third, Fifth and Seventh Semester
Even Semester	Along with the Second, Fourth, Sixth and Eighth Semester
Any Semester	Flexi exam on the request of the candidate on a special fee prescribed by the University from time to time.

10.3 The last date(s) by which the examination forms shall be uploaded on the examination portal shall be as per the schedule notified by the Controller of Examinations from time to time.

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

10.5 The minimum Semester Grade Point Average (SGPA) to qualify a semester shall be 4.00 and minimum Cumulative Grade Point Average (CGPA) required for the award of the UG Certificate/Diploma/Degree shall be 4.00.

10.6 The Examination Branch shall prepare the Grade/Result and the Controller of Examinations will notify the same within the stipulated time.

10.7 If a student is not able to pass any semester examination during her/his regular studies in the programme, her/his pass credits will be accumulated in the Academic Bank of Credits (ABC) and s/he can pass the deficient courses any time within 7 years or as stipulated in the Academic Bank of Credits from time to time.

10.8 A student who discontinues her/his studies at any point of time may be permitted to join the remaining studies and complete balance credits as per Clause 4.

10.9 Award of Grades

Award of grades and the corresponding grade points will be based on absolute marks as per the following table:

Letter grade	Grade Point	Percent Marks
O (Outstanding)	10	>85
A+ (Excellent)	9	>75
A (Very Good)	8	>65
B+(Good)	7	>55
B (Above Average)	6	>50
C (Average)	5	>40
P (Pass)	4	40
F (Fail)	0	< 40
Ab	0	Absent

- i. The multiplication factor for conversion from SGPA/CGPA to equivalent percentage of marks shall be 10.
- ii. A candidate eligible to take the examination obtaining Grade 'F'/'Ab' will be considered to have failed in the examination/course(s). Such a student will be required to re-appear in that examination/course(s) within the permissible chances as given in Clause 9.

10.10 Computation of SGPA and CGPA

The following shall be the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- i. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a candidate in all the courses taken by the candidate in a semester to the sum of the number of credits of all the courses undertaken by the candidate in that semester, i.e.

$$SGPA(S_j) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course in the j^{th} semester.

- ii. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \frac{\sum(N_j \times S_j)}{\sum N_j}$$

where S_j is the SGPA of the j^{th} semester and N_j is the total number of credits in that semester.

- iii. The SGPA and CGPA shall be rounded off to 2 digits after decimal place and shall be reported in the Detail-Grade-Certificate (DGC).
- iv. A merit list will be prepared for a programme and Gold Medal will be awarded to a candidate securing highest CGPA provided the candidate must have passed all the semester examinations in the first attempt and within minimum duration of the programme. In case, when more than one candidate have the same CGPA, then Gold Medal shall be decided on the basis of actual obtained marks in the programme.

11. Improvement

11.1 A candidate who has passed a UG programme from Kurukshetra University, Kurukshetra and is desirous of improving her/his CGPA in the respective programme (Certificate/Diploma/Degree), will be allowed to appear within next four Semester examinations of passing the eighth semester examination to appear as an ex-student in one or more theory course(s) of any one or two parts, out of Part-I (Semester I & II), Part-II (Semester III & IV), Part-III (Semester V & VI) and Part IV (Semester VII and VIII) separately in four consecutive semester examinations and shall pay examination fee as for the whole semester examination in which s/he opts to appear. The rules, syllabus and fees for improvement examinations shall be applicable as prevailing at that time or as prescribed by the university from time to time.

11.2 The result of improvement examinations shall be declared only if a candidate improves her/his CGPA of the respective programme. Provided further that if a student does not want to avail the remaining chances out of permissible four total chances for improvement, then s/he will submit an undertaking to this effect for declaration of her/his final result. The fact that student has improved the performance/grade shall be mentioned in the Detailed-Grade-Certificate of the candidate.

11.3 Improvement shall not be allowed in Internal Assessment/Practicals/Internship/Field Work/Project/Seminar/Studio etc.

12. Award of Grace Marks

Grace marks will be awarded according to the university rules prevailing from time to time.

13. The ordinance in force at the time a student joins the programme shall hold good only for the examination held during or at the end of the academic year and nothing in this ordinance shall be deemed to debar the university from amending the ordinance and the amended ordinance, if any, shall apply to all the students whether old or new.

14. Notwithstanding anything mentioned above, the Vice-Chancellor can relax any rule in exceptional cases or when situation demands so.

Transitory Provision

Students admitted to UG Programmes under semester system in Department/College/Institute prior to the academic session 2023-24 shall be governed by the old rules as applicable for that programme for that session. The present rules shall be applicable to the students who take admission in a programme according to Curriculum and Credit Framework for UG Programme (CCFUGP) as per NEP-2020 w.e.f. the academic session 2023-24.

For the students who are admitted in a programme which is not covered in NEP-2020, during the session 2023-24, the existing ordinance for that programme shall remain applicable.

Table 1: UG Curriculum Framework (Single Major): Scheme-C

(A student will take admission in UG Programme with Single Major Subject in the first year)								
Semester	Major Subject	Minor/ Vocational	Multidisciplinary Courses	Ability Enhancement Courses	Skill Enhancement Courses	Value Added Courses	Total Credits	Exit Option
I	MCC-A1 4 credit MCC-A2 4 credit	CC-M1 4 credit	MDC-1 3 credit	AEC-1 2 credit	SEC-1 3 credit	VAC-1 2 credit	22	Under Graduate Certificate in Subjects with 48 credits
II	MCC-A3 4 credit DSEC-A1 4 credit	CC-M2 4 credit	MDC-2 3 credit	AEC-2 2 credit	SEC-2 3 credit	VAC-2 2 credit	22	
Internship of 4 credits of 4-6 weeks duration after 2nd semester								
III	MCC-A4 4 credit MCC-A5 4 credit	CC-M3 4 credit	MDC-3 3 credit	AEC-3 2 credit	SEC-3 3 credit	VAC-3 2 credit	22	Under Graduate Diploma in Subjects with 94 credits
IV	MCC-A6 4 credit MCC-A7 4 credit MCC-A8 4 credit DSE-A1 4 credit	CC-M4(V) 4 credit	--	AEC-4 2 credit	--	VAC-4 2 credit	24	
Internship of 4 credits of 4-6 weeks duration after 4th semester (if not done after 2nd semester)								
V	MCC-A9 4 credit MCC-A10 4credit DSE-A2 4 credit DSE-A3 4 credit	CC-M5(V) 4 credit	--		Internship# 4 credit	--	24	Bachelor with Major in (Subject) after earning136 credits
VI	MCC-A11 4 credit MCC-A12 4 credit DSE-A4 4 credit DSE-A5 4 credit	CC-M6(V) 4 credit	--	--	SEC-4 2 credit	--	22	
Credits	Major = 72	Minor = 24	MDC = 09	AEC = 08	Internship=04	VAC = 08	SEC = 11	Total = 136
# Four credits of internship, earned by a student during summer internship after 2nd semester or 4th semester, will be taken into account in 5th semester of a student who pursue 3 year UG Programme without taking exit option.								

Appendix-1

Fourth Year (Honours Programme)						
Semester	Major Subject			Minor Subject		
	Core Courses	Discipline Specific Courses	Practicum Courses	Core Courses	Total credits	Degree to be awarded
VII	CC-H1 4 Credits CC- H2 4 Credits CC-H3 4 Credits	DSE-H1 4 credit	PC-H1 4 credit	CC-HM1 4 credit	24	Bachelor (Honours)in Major subject with 184 Credits
VIII	CC-H4 4 Credits CC-H5 4 Credits CC-H6 4 Credits	DSE-H2 4 credit	PC-H2 4 credit	CC-HM2 4 credit	24	
OR						
VII	CC-H1 4 Credits CC-H2 4 Credits CC-H3 4 Credits	DSE-H1 4 credit	PC-H1 4 credit	CC-HM1 4 credit	24	Bachelor (Honours with Research) in Major subject with 184 Credits
VIII	CC-H4 4 Credits CC-H5 4 Credits		Project/Dissertation n 12 credits	CC-HM2 4 credit	24	

Appendix-1

Table 2: Credit Point Table for 4-year UG Programme (Single Major): Scheme-C

Sr No	Broad Category of Course	Credits Earned After				
		1-Year	2-Year	3-Year	4-Year (Honours)	4-Year (Honours with Research)
1	Major Subjects	16	40	72	112	100
2	Minor Subjects	8	16	24	32	32
3	Multidisciplinary Courses (MDC)	6	9	9	9	9
4	Ability Enhancement Courses (AEC)	4	8	8	8	8
5	Skill Enhancement Courses (SEC)	6	9	11	11	11
6	Value Added Courses (VAC)	4	8	8	8	8
7	Internship	4*	4*	4	4	4
8	Research					12
	Total	48	94	136	184	184
		* Added in case of Exit from a Programme				

Notes:

- Credits (C), Core Courses (CC); Skill Enhancement Courses (SEC); Ability Enhancement Courses (AEC); Value Added Courses (VAC); Multidisciplinary Courses (MDC), Minor Course (CC-M), Minor Course (Vocational) (CC-M(V)), Core course in Honours discipline (CCH): Discipline specific elective course in Honours (DSE-H); Practicum Course in Honours subject (PC-H); Core Course in Minor Subject (CC-HM) of Honours Programme.
- A student of UG Programme (Major) will study a single Major subject in the first year.
- A student will study Major, DSE, DSEC, CC-H, CC-HM, DSE-H, PC-H courses from the major subject as per scheme of the programme.
- A student will study AEC, VAC, SEC, MDC and Minor (Vocational) Courses from the respective pools of the courses offered by Department/College/Institute duly approved by the University

- v. Minor subject will be different from the Major subject in the same discipline. Minor Course will be of 4 credits and will be taken out of the offered Core Courses of that subject (Minor subject). In case of Physical Sciences and Life Sciences disciplines, if the Minor Subject cannot be offered from the same discipline by the Department/College/Institute, then the Minor Subject can be offered from either of these two disciplines e.g. if a Department/College/Institute is unable to offer a Minor subject from the discipline of Life Sciences, other than three subjects Botany, Zoology and Chemistry which have been offered as three Major subjects, then Department/College/Institute can offer any subject from the discipline of Physical Sciences as a Minor Subject.
- vi. A student will opt for MDC course from the subject which is different from the discipline of major subjects and should also be different from the courses undergone at senior secondary level (Class XII).
- vii. 4-year UG (Honours) or (Honours with Research) in Major Subject will be offered after completion of 3-Year UG programme (Single Major) to those students who have completed at least 60 credits in the concerned Major Subject. In addition to the above, 4-Year UG (Honours with Research) in Major Subject will be offered only to those students who have obtained CGPA 7.5 or more in the 3-Year UG programme.
- viii. In addition to the defined practicum courses, the practicum courses may include seminar or other activities as recommended by the concerned Board of Studies in case of Non-Practicum subjects. The Practicum course may be replaced by a theory course wherever Board of Studies decides so.

***ORDINANCE**
UNDERGRADUATE PROGRAMME (INTERDISCIPLINARY)
SCHEME-D
(Certificate, Diploma, Bachelor Degree and Bachelor Degree (Honours),
Bachelor Degree (Honours with Research)
SEMESTER SYSTEM
Under Learning Outcome Based Curriculum Framework-Choice Based Credit System
(LOCF-CBCS) as per NEP-2020
(w.e.f. Session 2023-24)

1. Scope

This Ordinance is based on National Education Policy-2020 (NEP-2020), Learning Outcome Based Curriculum Framework-Choice Based Credit System (LOCF-CBCS) and is according to the Curriculum and Credit Framework for UG Programmes (CCFUGP) of University Grants Commission. This ordinance shall be applicable to Undergraduate Programmes (Interdisciplinary) of Kurukshetra University, Kurukshetra under NEP-2020 w.e.f. the Academic Session 2023-24.

1.1 The duration of the programme for the award of Undergraduate Certificate in Discipline will be one academic year and of Undergraduate Diploma in Discipline will be two academic years. The duration of Bachelor Degree in Discipline will be three academic years and that of Bachelor Degree (Honours)/Bachelor Degree (Honours with Research) in Discipline will be four academic years. Each academic year will be divided into two semesters i.e., July to December and January to June.

1.2 There shall be teaching of 15 weeks in each semester excluding admission and examination days.

1.3 The nomenclature of the Certificate/Diploma/Degree will be as under:

- a) UG Certificate in <Discipline>
- b) UG Diploma in <Discipline>
- c) Bachelor of <Discipline>
- d) Bachelor of <Discipline> (Hons.)
or
Bachelor of <Discipline> (Hons. with Research)

2. Key Terms

2.1 Academic Year and Semester: Two consecutive (one odd and one even) semesters will constitute one academic year. A semester will consist of 90 days of academic work.

2.2 Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week over the duration of one semester. For calculation of the teaching hours, one credit means one hour of lecture or one hour of tutorial or one hour of seminar or two hours of practicum/laboratory work per week over the duration of a semester.

2.3 Learning Outcome based Curriculum Framework (LOCF): The learning outcomes of the programme are mapped against well-defined Course Learning Outcomes (CLOs).

2.4 Choice Based Credit System (CBCS): The CBCS provides choices to students to select disciplinary and interdisciplinary courses to fit into their own requirements and to learn at their own pace within the framework.

* Approved vide Executive Council Res. No. 32 (25) of 22.08.2023.

2.5 Programme: A programme is made up of courses and leads to the award of a Certificate, Diploma or Degree after completing requisite courses successfully.

2.6 Course: A course refers to component of a programme. A course may comprise of lectures/tutorials/practicum or laboratory work/field practice/project work/seminar/ community engagement and service/internship/dissertation, etc. or any combination of these.

2.6.1 Lecture: Component of a course which is taught by a teacher through lectures covering the contents of a course.

2.6.2 Tutorial: Component of a course which involves problem-solving, learning through discussions and remedial teaching related to the contents and periphery of a course with the direct involvement of a teacher.

2.6.3 Practicum: A course or a component of a course which enables students to learn or to attain skills or to get procedural knowledge for the contents of a course through practical/laboratory activity/project and to apply learnt/studied principles/theory/concepts related to the chosen field of learning, work/vocation, or professional practice in the field of learning, work/vocation under the supervision of a teacher.

2.6.4 Seminar: A course or a component of a course which makes students to learn a specific topic through in-depth exploration and analysis of facts about the topic in a set-up that involves presentation, interactive discussions and collaborative learning under the supervision of a teacher.

2.6.5 Internship: A course requiring students to participate in professional employment-related activity or work experience or co-operative education activity with an entity external to the educational institution normally under the supervision of an employee of an organization or an individual professional. A key aspect of the internship is induction into actual, formal and organized work situations. Internship involves working with local industry (Government or Private Organizations), business establishments, artists, craft persons, etc. to provide opportunities for students to actively engage in on-site experiential learning.

2.6.6 Studio Activity: A studio activity involves engagement of students in creative, artistic or experimental activities involving visual, digital, audio, video and other professional experiential work.

2.6.7 Field Work/Practice/Survey/Project: A course or a component of course which enables students to participate in field-based learning/project, involving application of knowledge in solving/analyzing/exploring a real-life situation/difficult problem under the supervision of a teacher/mentor.

2.6.8 Project Work: A course or a component of a course which facilitates students to apply their knowledge, skills and critical thinking ability to complete a specific task in a given time frame through conceptualization, exploration and analysis of research-based activities to suggest tangible solutions for a given problem related to the chosen field of learning.

2.6.9 Dissertation: Dissertation is a comprehensive report of the work done in a research project/field work/survey, based on a systematic and rigorous investigation of the chosen topic utilizing research methods.

2.6.10 Community Engagement and Service: A course or a component of a course which exposes the students to the socio-economic issues prevailing in society so that the theoretical learning can be supplemented by actual life experiences to understand and generate solutions to real-life problems.

2.7 Major and Minor Subject: Major subject is a subject of choice in a discipline which equips a student with knowledge, understanding and skills majorly in the chosen field of learning contributing to the core of the programme.

Minor subject helps a student to gain a broader understanding in addition to the Major subject.

The courses in a Major discipline will be Core Courses (CC), Discipline Specific Elective (DSE) courses, Discipline Skill Enhancement Course (DSEC), Practicum (PC), Project/Dissertation, while Minor courses will include CC as well as Vocational Courses (VOC).

2.7.1 Core Course (CC): A compulsory course of a subject aimed to cover the basics of Major/Minor subject.

2.7.2 Discipline Specific Elective (DSE) Course: A discipline specific elective course is a course aimed to impart options for varied knowledge and skills in the specialized fields of a Discipline/subject.

2.7.3 Discipline Skill Enhancement Course (DSEC): A discipline skill enhancement course is a course aimed to provide knowledge, skills, training and competencies in a discipline/subject.

2.7.4 Vocational Courses (VOC): A vocational course is focused on practical work, preparing students for a particular skilled profession. Such courses develop capacities for sustenance, work, and economic participation and develop values and sensibilities toward physical work and dignity of labour.

2.8 Other Courses

2.8.1 Multidisciplinary Courses (MDC): These courses are based on introductory knowledge in a subject. A student will study MDC in a subject other than the discipline of Major and Minor subjects to gain knowledge across the disciplines.

2.8.2 Ability Enhancement Courses (AEC): These courses aim at enabling the students to achieve competency in the English language or Modern Indian Languages (MIL) with special emphasis on language and communication skills.

2.8.3 Skill Enhancement Courses (SEC): These courses aim at imparting practical skills, hands-on training, soft skills, etc. to enhance the employability of students.

2.8.4 Value-Added Courses (VAC): These courses aim at enabling the students to acquire and demonstrate the acquisition of knowledge and understanding of human values, Indian Knowledge System (IKS), contemporary India, environmental science and education, digital and technical solutions, health and wellness, yoga education, sports and fitness, etc.

2.9. Key Terms related to Evaluation

2.9.1 Letter Grade: It is an index of the performance of a student in a course. Grades are denoted by letters O, A+, A, B+, B, C, P, F and Ab depending on the score earned in that course.

2.9.2 Grade Point: It is a numerical value allotted to each letter grade on a 10-point scale.

2.9.3 Credit Point: It is the product of grade point and number of credits for a course.

2.9.4 Semester Grade Point Average (SGPA): It is a measure of performance of a student in a semester. It is the ratio of total credit points secured by a student in all the courses registered in a semester to the total of the credits of the courses taken during that semester. It shall be expressed up to two digits after decimal place.

2.9.5 Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student in a programme over all the semesters. The CGPA is the ratio of total credit points secured by a student in all the courses of the programme to the sum of the total credits of all the courses of the programme. It is expressed up to two digits after decimal place.

2.9.6 Detailed-Grade-Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The Detailed-Grade-Certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester.

2.10 Academic Bank of Credits (ABC): It is a virtual/digital mechanism that contains information of the credits earned by individual students throughout their learning journey in Higher Education Institutions in India recognized by UGC.

3. Programme Duration and Multiple Exit Options

All programmes shall be offered as per UGC list of 'Specification of Degree' prevailing from time to time. The programme duration and options for multiple entry and exit will be as per UG Curriculum Framework–Scheme-D (*Appendix-I; Table-1*).

3.1 A student will be allowed an exit option after passing first academic year of the UG Programme with requisite 52 credits including the 4 credits of internship of 4-6 weeks duration as per scheme of the programme and will be awarded an Undergraduate Certificate in the Discipline (*Appendix-I; Table-2*).

3.2 A student will be allowed an exit option after passing two academic years of the UG Programme with requisite 96 credits including the 4 credits of internship of 4-6 weeks duration as per scheme of the programme and will be awarded Undergraduate Diploma in the Discipline (*Appendix-I; Table-2*).

3.3 A student will be awarded with Bachelor degree in the Discipline after completing three academic years of UG Programme and earning requisite 132 credits including 60 credits in the concerned discipline and 4 credits of internship of 4-6 weeks duration as per scheme of the programme (*Appendix-I; Table-2*).

3.4 A student, who has successfully completed three years programme in a discipline and has earned minimum 60 credits in that discipline can opt for Honours Programme in that discipline in the fourth year. If a Department/College/Institute allows to continue the students or admits the student for fourth year of Honours Programme, then the student will be awarded with Bachelor degree (Honours) in the Discipline after successfully completing four academic years of UG Programme and earning requisite 180 credits including the 4 credits of internship of duration 4-6 weeks as per scheme of the programme (*Appendix-I; Table-2*).

Further provided that a Department/College/Institute will be able to admit students for Honours programme only if the institution has got the approval for the same from the University after obtaining approval from Director, Higher Education (DHE), Government of Haryana, where ever applicable.

3.5 A student, who has successfully completed three years degree in a discipline and has earned minimum 60 credits in that discipline and obtained CGPA of 7.5 or more can opt for Honours with Research Degree Programme in that Discipline in the fourth year. If a student opts to continue or is admitted by a eligible Department/College/Institute to Honours with Research Programme in the fourth year, then the student will be awarded with Bachelor degree (Honours with Research) in the Discipline after successfully completing four academic years of UG Programme and earning requisite 180 credits including the 4 credits of internship of duration 4-6 weeks and 12 credits of Project/Dissertation as per scheme of the programme (*Appendix-I; Table-2*).

Further provided that a Department/College/Institute will be able to admit students for Honours with Research Programme only if the institution has got the approval for the same from the university after obtaining approval from Director, Higher Education (DHE), Government of Haryana, where ever applicable.

4. Admission to a UG Programme under Multiple Entry

4.1 The Department/College/Institute shall declare approved total number of seats available discipline-wise each year for fresh and lateral admissions.

4.2 The Department/College/Institute can plan the number of seats discipline-wise in consonance with the faculty and infrastructure available.

4.3 A student can pursue two Undergraduate Programme simultaneously through Open and Distance Learning (ODL)/online mode; or combinations of ODL, online and regular modes, from the same or different Universities/Institutions duly approved by the UGC/AICTE/Regulatory Body/Central Government/State Government, in various combinations, viz.

- (i) A student can pursue two full-time UG Programme in physical mode provided that in such cases, class timings and examination schedule for one programme do not overlap with the class timings and examination schedule of the other programme, and requirements under clause 7 are fulfilled. The Department/College/Institute and the University shall not be responsible for any such overlapping and consequences thereof.
- (ii) A student can pursue two UG Programme, one in full-time physical mode and another in ODL/online mode; or up to two ODL/online programmes simultaneously.

4.4 Minimum Eligibility Conditions for Admission

A candidate who has passed Senior Secondary Certificate Examination (Class XII level) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with minimum passing marks in aggregate with English as one of the subjects, shall be eligible to join First Semester of the Undergraduate (UG) Programme.

Further, eligibility conditions for admission to a programme shall be applicable as mentioned in the scheme of the concerned programme.

A candidate having 2-Year Diploma from ITI or 3-Year Polytechnic qualified with Hindi core/English as one subject or as an additional subject at Class XII level is also eligible for seeking admission in First Semester of the UG Programme in Arts discipline or the disciplines where ever mentioned so.

Note: Eligibility conditions are subject to change according to the implementation of National Curriculum Framework (NCF) for school education or in accordance with any such guidelines issued by the Central/State Government or issued by University from time to time.

4.5 A student who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (Class XII level) of the Board of School Education, Haryana, or equivalent examination of another University/Board may be allowed to study provisionally for the First Semester of the UG programme. Such student shall pass the compartment/re-appear subject before commencement of the examination of Ist semester of the concerned UG Programme. If a student does not clear the compartment/re-appear subject even before the commencement of the Ist semester examination, her/his provisional admission to concerned UG Programme shall be cancelled ab initio by the Chairperson/Principal/Director with intimation to the University. However, the Vice-Chancellor may relax this condition, in exceptional cases, oneself or on the recommendations of a committee constituted by the Vice-Chancellor.

For such students, the required percentage of marks for admission shall be determined by considering the minimum pass marks in compartment/re-appear subject.

4.6 A student is allowed multiple entry into a UG Programme. A student can re-enter into second year of a programme if s/he has taken an exit option after first year. Similarly, re-entry into the third year is allowed if exit option was exercised by a candidate after getting UG Diploma after second year. In any case, the gap between the exit and the re-entry into the UG Programme should not be more than three years subject to completion of the whole UG Programme within 7 years. Multiple entry shall be allowed in a

Department/College/Institute subject to the availability of seats in that programme in that year in that Department/College/Institute.

4.7 Lateral admissions against sanctioned vacant seats may be made by a Department/College/Institute category-wise following the State Government norms for reservation in odd semesters. Lateral admission may be provided in the 3rd, 5th and 7th semesters if a student has passed all the preceding examinations up to 2nd, 4th and 6th semester, respectively of the concerned programme under NEP Curriculum Framework. However, this will be subject to fulfilment of other eligibility conditions for the programme in which the admission is sought.

First preference in the lateral admission will be given to the students of that Department/College/Institute who had taken exit from that programme and are seeking re-entry into the same institution.

5. Subjects and Courses of UG Programmes

5.1 A student of UG Programme (Interdisciplinary), herein after called Scheme-D, will study three core courses of the discipline in each semester as prescribed in the scheme of the concerned programme.

5.2 A student will study Major, Minor, Minor (Vocational), AEC, VAC, SEC, DSE, PC and MDC courses as per Curriculum Framework Scheme-D (*Appendix-I; Table 1*).

5.3 For 1st and 2nd semester of UG Programme (Interdisciplinary) (Scheme-D), a student can choose a Minor course of 2 credit from the pool of Minor courses offered by the Department/College/Institute in that semester or as prescribed in the scheme of the concerned programme.

From 3rd semester onwards, a Minor course will be of 4 credits and will be taken out of the offered Core courses of a subject offered by Department/College/Institute in that semester or as prescribed in the scheme of concerned programme.

5.4 A student will study three Multidisciplinary Courses (MDCs) in first three semesters. The Multidisciplinary Courses (MDCs) will be from the subject which is different from the discipline of study. Students are not allowed to choose or repeat courses already undergone at the Senior Secondary Level (Class XII) or disciplines of study under this category. Provided further that if a Multidisciplinary Course (MDC) across the discipline cannot be offered by a Department/College/Institute, due to its constraints and available resources, then

- i. A subject from the same discipline can be offered as a MDC course if that subject also belongs to the list of subjects of some other discipline.
- ii. MDC can be opted out of MOOCs through SWAYAM.
- iii. MDC can be completed out of online courses offered by Kurukshetra University, Kurukshetra.
- iv. MDC can be completed from a cluster college i.e., from a neighboring College/Institute.

5.5 A student will select AEC, SEC, VAC and Minor (Vocational) courses from a pool of respective courses offered in Department/College/Institute.

Depending upon the availability of faculty and infrastructure, a Department/College/Institute may offer AEC, SEC, VAC and VOC courses from the respective pool of courses duly approved by the University. University will revise such pools from time to time by taking proposals of Department/College/Institute into consideration.

5.6 A student will study two VACs– ‘Environmental Studies’ and ‘Human Values and Ethics’ and at least one SEC to gain computer competency before exit. The number of these courses will be offered by the Department/College/Institute according to the availability of faculty and infrastructure.

5.7 In the subjects/courses which involve practicum, i.e. Practical/Laboratory/Studio/Project/ Survey/Field work, etc., a course of 4 credits will dedicate 3 credits for lectures and one credit for practicum and in other

subjects/courses not having practicum component, a course of 4 credits will dedicate 3 credits for lectures and 1 credit for tutorial.

Similarly, a minor course of 2 credits will dedicate 1 credit for lecture and 1 credit for practicum or 1 credit for lecture and 1 credit for tutorial or 2 credit for lecture.

During 4th year, when the practicum course is offered as a separate course in that subject, then a theory course of 4 credits will dedicate 3 credits for lectures and 1 credit for tutorial but for practicum course, all the credits will be dedicated to practicum.

In the case, when tutorial of 1 credit is not adopted/implemented in a course, then all the credits of that course will be dedicated to lectures only.

5.8 In case of AEC and VAC of 2 credits, the entire 2 credits will be allocated to lectures.

5.9 In the SEC courses of 3 credit, 2 credit will be allocated to lectures and 1 credit to practicum.

5.10 In the SEC courses of 2 credits, 1 credit will be allocated to lecture and 1 credit to practicum, while in the DSEC courses of 4 credits, 3 credits will be allocated to lectures and 1 credit to practicum.

5.11 In case of Minor (Vocational) (VOC) courses/subjects, where practicum component is dominant, a course of 4 credits may allocate 2 credits to lectures and 2 credits to practicum with the approval of staff council, board of studies, Dean of respective faculty and Dean Academic Affairs Similarly, a course of 4 credits may be divided in to 2 credits of theory and 2 credits of practicum in the subjects where the practicum component of the course is major and teaching-learning process mainly depends upon practicum, e.g. Music and Fine Arts.

5.12 The weekly contact hours/workload for theory/practical/laboratory/studio/project/survey/ field work, etc. components of the courses will be:

- i. 1 credit theory/tutorial = 1 hour;
- ii. 1 credit practical/laboratory/studio/project/survey/field work = 2 hours.
- iii. The tutorial and practical/laboratory/studio/project/survey/field work will be conducted in groups of students and one group will comprise of 20 students.

5.13 With the permission of Department/College/Institute, a student can opt for online courses, up to 40% of the courses of the programme except core and SEC courses, through online platform SWAYAM or online courses offered by Kurukshetra University, Kurukshetra or through other such online platforms approved by the UGC as per university guidelines prevailing time to time.

5.14 Internship

Every student for the UG Programme shall be required to undergo 4 credit internship of 4-6 weeks duration before taking an exit or completing the degree programme.

- i. A student for the UG Programme shall be required to undergo internship during summer vacation either after the second semester examination or after the fourth semester examination. If s/he opts to exit with Undergraduate Certificate in the discipline, then it shall be obligatory to complete the internship after second semester examination.

However, for those students who have taken lateral entry into the third semester and have completed internship of 4-6 weeks duration during first year, the internship is not required after the fourth semester examination

- ii. A student will inform and get approval from the Chairperson/Principal/Director of the Department/College/Institute before going for an internship. The internship will involve working

with local industry (Government or Private organizations/Institutions), business establishments, artists, craft persons, or a professional (individual/organization). Student will submit a copy of the report (a hard copy and a soft copy in PDF) to the Department/College/Institute within 15 days after the completion of internship. A student has to submit a certificate of attendance and work done report from the organization/professional where at the internship was done. The evaluation of the internship shall be done by an internal examiner mainly on the basis of the report and viva-voce. Marks will be awarded by the internal examiner out of 100 marks.

iii. The internship will be governed by the prevailing rules of the University from time to time.

5.15 Project/Dissertation

A student of fourth-year Bachelor Degree (Honours with Research) Programme will be required to work on the Research Project or do research during eighth semester. The Project/Dissertation work will be of 12 credits.

- (i) A student, who has been admitted in Honours with Research Programme, shall submit a request for allotment of a supervisor mentioning her/his research areas of interest in order of preference to the Chairperson/Principal/Director during seventh semester. The Department/College/Institute will allot a qualified supervisor to guide the student for doing research during Project/Dissertation work. A regular full time teacher of that Department/College/Institute, who has been approved to supervise Ph.D scholars by the university, will be eligible to guide the students of Honours with Research programme of that institution.
- (ii) The student will submit the synopsis to the supervisor. In case of University Teaching Department (UTD) the synopsis will be approved by the departmental research advisory committee after recommendation of the supervisor. In other cases, the Principal/Director of College/Institute shall constitute a committee for this purpose at the College/Institute level. External experts may be involved wherever sufficient qualified regular teachers are not available.
- (iii) The student shall be required to submit three hard copies of her/his dissertation along with soft copy as PDF file to the Department/College/Institute by 30th June of the concerned year. The late submission can be allowed with late fees as decided by the university from time to time. The Anti-plagiarism policy of the university is to be strictly followed by the candidate and the supervisor. Similarity report as per Anti-plagiarism policy of the university is to be annexed with the dissertation.
- (iv) Evaluation of the dissertation shall be done by an external examiner. The dissertation work will be of total 12 credits (300 marks) and evaluation will be done in two components; report of dissertation (8 credits=200 marks) and open viva-voce examination (4 credits=100marks).

5.16 Medium of Instructions and Examination

5.16.1 For Arts/Tourism/Home Science/Commerce subjects, the medium of instructions shall be Hindi/English.

The question paper shall be set in both English and Hindi, wherever feasible, except in the case of

- i. English, in which the questions shall be set in English.
- ii. Sanskrit, in which the questions shall be set in Sanskrit/Hindi.
- iii. Other languages, in which the questions shall be set in the language concerned.

5.16.2 The students shall write their answers:

- (a) in English, in case of English language
- (b) in the language concerned, in the case of Modern Indian Languages
- (c) English/Hindi in the case of other subjects.

5.16.3 For Physical Sciences/Life Sciences Subjects, the medium of instructions shall be mainly English. Hindi medium will also be offered wherever feasible.

The question paper shall be set in English. Bilingual question paper (s) will be provided, wherever possible. The students can write their answers in English/Hindi.

5.17 Programme and Course Learning Outcomes

Individual programmes of study will have well defined **Programme Learning Outcomes (PLOs)** which should be attained for the award of a specific Certificate/Diploma/Degree.

Each course will have well defined **Course Learning Outcomes (CLOs)** specific to the learning for a given course of study related to a disciplinary or interdisciplinary/multi-disciplinary area. Course Learning Outcomes (CLOs) will be mapped to Programme Learning Outcomes (PLOs). The attainment of Course Learning Outcomes will lead to the attainment of the Programme Learning Outcomes.

6. Assessment and Evaluation

6.1 Student Progression and Mentoring

- i. Each student shall be examined in the course(s) to help their progression through the programme as laid down in the scheme, syllabus and learning outcomes through a system of Continuous Comprehensive Assessment (CCA) using a mix of Internal and End-Term evaluation.
- ii. Internal Assessment will be broadly 30% of the total marks and weightage of 70% shall be given to evaluation of End-Term examination(s).
- iii. Internal Assessment (30%) shall be broadly based on the following defined components:
 - (a) Class Participation.
 - (b) Seminar/Presentation/Assignment/Quiz/Class Test, etc. in case of Theory examination and Seminar/Demonstration/Viva-Voce/Lab record, etc. in case of Practical examination.
 - (c) Mid-Term Exam

Internal Assessment Marks will be further distributed as per following tables:

Course Composition- Theory/(Theory +Tutorial)			
Course Credit	Internal Assessment Marks	End-Term Exam Marks	Total Marks
2	15	35	50
3	25	50	75
4	30	70	100

Course Composition- Theory + Practical						
Course Credit		Theory		Practical		Total Marks
Theory	Practical	Internal Assessment Marks	End-Term Exam Marks	Internal Assessment Marks	End-Term Exam Marks	
1	1	10	20	5	15	50
2	1	15	35	5	20	75
3	1	20	50	10	20	100
2	2	15	35	15	35	100
0	4	-	-	30	70	100

Total Internal Assessment Marks (Theory)	Class Participation	Seminar/Presentation/Assignment/ Quiz/Class Test, etc.	Mid-Term Exam
10	4	-	6
15	4	4	7
20	5	5	10
25	5	7	13
30	5	10	15

Total Internal Assessment Marks (Practicum)	Class Participation	Seminar/Demonstration/ Viva-Voce/Lab record, etc.	Mid-Term Exam
5	-	5	NA
10	-	10	NA
15	5	10	NA
30	5	10	15

- iv. Absence from Internal Assessment test and/or Mid-Term examination will lead to award of zero marks in that component of Internal Assessment.
- v. A student has to obtain minimum 40% marks (Grade 'P') in aggregate (sum of the Internal Assessment and End-Term Examination marks) and in End-Term Examination separately to qualify a course.

6.2 The pass percentage will be 40% (Grade ‘P’) both for theory, practicum and End-Term Examination. For Project/Dissertation work also, the pass percentage will remain 40% (Grade ‘P’).

6.3 The Chairperson/Principal/Director 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 of the university as notified by the Controller of Examinations.

6.4 Internal Assessment marks of a course shall be carried forward in case of re-appear examination of that course.

6.5 The Chairperson/Principal/Director shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the university, up to one year from the date of declaration of semester examination results.

7. Eligibility for Examination

End-Term Examination shall be open to a regular student who

- i). has been on the rolls of the Department/College/Institute during the semester.
- ii). has passed the requisite qualifying examination as laid down in Clause 4.4 above, if s/he is a candidate for the First Semester Examination.
- iii). has her/his examination form submitted to the Examinations Branch through the Chairperson/Principal/Director of the concerned Department/College/Institute.
- iv). has attended not less than 75% of the lectures in a course. This requirement shall be fulfilled separately for each course of the programme. A deficiency in the prescribed course (Lectures/Practicum, etc.) may be condoned by the Chairperson/Principal/Director of the Department/College/Institute in deserving cases up to 15%.

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

- v) Provided that a candidate who has not attended the requisite percentage of lectures/practicum shall not be eligible to take the End-Term Examination in the concerned theory/practicum unless s/he repeats the course and obtains requisite attendance.

8. Duration for Passing the Programme

8.1 A student can complete a Bachelor degree programme within seven years. A student who fails to pass the whole examination(s) of a UG programme within seven years of admission to the programme, shall be awarded Undergraduate Certificate/Diploma/Degree on the basis of qualified courses as per credit point, if eligible (*Appendix-I; Table 2*).

8.2 Each student will have to open an Academic Bank of Credit (ABC) account through their concerned Department/College/Institute. At the end of each semester, credits earned by the students will be uploaded in her/his respective ABC account. A student registered in ABC account for a programme will be allowed to complete the respective programme within 7 years or as per the time period stipulated in the ABC for accumulation of credits from time to time or within the period as prescribed by the university for the purpose.

9. Conditions for Promotion to Higher Semester and Rules for Re-appear

9.1 A student who has appeared and failed in one or more courses of the First Semester shall be allowed to study for and appear in the second semester. Such a student may pursue her/his studies for the next higher semester(s) and appear in the examination(s) for the same along with the examination for the lower semester(s).

9.2 A candidate who has attended the prescribed classes of a course(s) of a programme in the Department/College/Institute in a semester and was eligible but did not appear in the End-Term examination or has appeared but fails, may be allowed on the recommendation of the Chairperson/Principal/Director of the Department/College/Institute to appear/re-appear as an ex-student in the End-Term examinations of that course(s) as the case may be, in the subsequent semesters examination up to two times when such examination(s) are held without attending the course(s) again. While re-appearing in the examination, the student shall be exempted from appearing in the course(s)/practical(s) in which s/he has obtained pass marks.

Provided that after completion of regular studies for the whole duration of a programme, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out courses under the permissible chances, within the prescribed time period.

9.3 A candidate who could not complete or has failed in internship/project/dissertation, s/he will get only one chance to repeat the project work at the end of the next Semester. Further, if the candidate still fails or remains absent in the internship/project/dissertation, then s/he will not be eligible for the award of the concerned UG Certificate/Diploma/Degree.

10. Examinations and Result

10.1 End-Term Examinations for the odd semesters shall ordinarily be held in November/December and for the even semesters in May/June, on such dates as may be notified by the Controller of Examinations from time to time.

10.2 Supplementary examinations will be held for Re-appear candidates as under:

Semester	When held
Odd Semester	Along with the First, Third, Fifth and Seventh Semester
Even Semester	Along with the Second, Fourth, Sixth and Eighth Semester
Any Semester	Flexi exam on the request of the candidate on a special fee prescribed by the University from time to time.

10.3 The last date(s) by which the examination forms shall be uploaded on the examination portal shall be as per the schedule notified by the Controller of Examinations from time to time.

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

10.5 The minimum Semester Grade Point Average (SGPA) to qualify a semester shall be 4.00 and minimum Cumulative Grade Point Average (CGPA) required for the award of the UG Certificate/Diploma/Degree shall be 4.00.

10.6 The Examination Branch shall prepare the Grade/Result and the Controller of Examinations will notify the same within the stipulated time.

10.7 If a student is not able to pass any semester examination during her/his regular studies in the programme, her/his pass credits will be accumulated in the Academic Bank of Credits (ABC) and s/he can pass the deficient courses any time within 7 years or as stipulated in the Academic Bank of Credits from time to time.

10.8 A student who discontinues her/his studies at any point of time may be permitted to join the remaining studies and complete balance credits as per Clause 4.

10.9 Award of Grades

Award of grades and the corresponding grade points will be based on absolute marks as per the following table:

Letter grade	Grade Point	Percent Marks
O (Outstanding)	10	>85
A+ (Excellent)	9	>75
A (Very Good)	8	>65
B+(Good)	7	>55
B (Above Average)	6	>50
C (Average)	5	>40
P (Pass)	4	40
F (Fail)	0	< 40
Ab	0	Absent

- The multiplication factor for conversion from SGPA/CGPA to equivalent percentage of marks shall be 10.
- A candidate eligible to take the examination obtaining Grade 'F'/'Ab' will be considered to have failed in the examination/course(s). Such a student will be required to re-appear in that examination/course(s) within the permissible chances as given in Clause 9.

10.10 Computation of SGPA and CGPA

The following shall be the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a candidate in all the courses taken by the candidate in a semester to the sum of the number of credits of all the courses undertaken by the candidate in that semester, i.e.

$$SGPA(S_j) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course in the j^{th} semester.

- ii. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \frac{\sum(N_j \times S_j)}{\sum N_j}$$

where S_j is the SGPA of the j^{th} semester and N_j is the total number of credits in that semester.

- iii. The SGPA and CGPA shall be rounded off to 2 digits after decimal place and shall be reported in the Detail-Grade-Certificate (DGC).
- iv. A merit list will be prepared for a programme and Gold Medal will be awarded to a candidate securing highest CGPA provided the candidate must have passed all the semester examinations in the first attempt and within minimum duration of the programme. In case, when more than one candidate have the same CGPA, then Gold Medal shall be decided on the basis of actual obtained marks in the programme.

11. Improvement

11.1 A candidate who has passed a UG Programme from Kurukshetra University, Kurukshetra and is desirous of improving her/his CGPA in the respective programme (Certificate/Diploma/Degree), will be allowed to appear within next four Semester examinations of passing the eighth semester examination to appear as an ex-student in one or more theory course(s) of any one or two parts, out of Part-I (Semester I & II), Part-II (Semester III & IV), Part-III (Semester V & VI) and Part-IV (Semester VII & VIII) separately in four consecutive semester examinations and shall pay examination fee as for the whole semester examination in which s/he opts to appear. The rules, syllabus and fees for improvement examinations shall be applicable as prevailing at that time or as prescribed by the university from time to time.

11.2 The result of improvement examinations shall be declared only if a candidate improves her/his CGPA of the respective programme. Provided further that if a student does not want to avail the remaining chances out of permissible four total chances for improvement, then s/he will submit an undertaking to this effect for declaration of her/his final result. The fact that student has improved the performance/grade shall be mentioned in the Detailed-Grade-Certificate of the candidate.

11.3 Improvement shall not be allowed in Internal Assessment/Practicals/Internship/Field Work/Project/Seminar/Studio etc.

12. Award of Grace Marks

Grace marks will be awarded according to the university rules prevailing from time to time.

13. The ordinance in force at the time a student joins the programme shall hold good only for the examination held during or at the end of the academic year and nothing in this ordinance shall be deemed to debar the university from amending the ordinance and the amended ordinance, if any, shall apply to all the students whether old or new.

14. Notwithstanding anything mentioned above, the Vice-Chancellor can relax any rule in exceptional cases or when situation demands so.

Transitory Provision

Students admitted to UG Programmes under semester system in Department/College/Institute prior to the academic session 2023-24 shall be governed by the old rules as applicable for that programme for that session. The present rules shall be applicable to the students who take admission in a programme according to Curriculum and Credit Framework for UG Programme (CCFUGP) as per NEP-2020 w.e.f. the academic session 2023-24.

For the students who are admitted in a programme which is not covered in NEP-2020, during the session 2023-24, the existing ordinance for that programme shall remain applicable.

Table 1: UG Curriculum Framework (Interdisciplinary): Scheme-D

UG Programme (Interdisciplinary): Scheme D										
Semester	Subject-1 Core Courses	Subject-2 Core Courses	Subject-3 Core Courses	Minor/ Vocational	Multidisciplinary Courses	Ability Enhanceme nt Courses	Skill Enhancement Courses	Value Added Courses	Total Credits	Exit Option
I	CC-A1 4credit	CC-B1 4 credit	CC-C1 4credit	CC-M1 2 credit	MDC-1 3 credit	AEC-1 2 credit	SEC-1 3 credit	VAC-1 2 credit	24	Under Graduate Certificate in Discipline with 52 credits
II	CC-A2 4 credit	CC-B2 4 credit	CC- C2 4 credit	CC-M2 2 credit	MDC-2 3credit	AEC-2 2 credit	SEC-2 3 credit	VAC-2 2 credit	24	
Internship of 4 credits of 4-6 weeks duration after 2nd semester										
III	CC-A3 4credit	CC-B3 4 credit	CC-C3 4credit	CC-M3 4 credit	MDC-3 3 credit	AEC-3 2 credit	SEC-3 3 credit	--	24	Under Graduate Diploma in Discipline with 96 credits
IV	CC-A4 4 credit	CC-B4 4 credit	CC-C4 4 credit	CC-M4 (V) 4 credit	--	AEC-4 2 credit	--	VAC-3 2 credit	20	
Internship of 4 credits of 4-6 weeks duration after 4th semester										
V	CC-A5 4credit	CC-B5 4 credit	CC-C5 4credit	CC-M5 (V) 4 credit	--		Internship# 4 credit	--	20	Bachelor in Discipline with 132 credits
VI	CC-A6 4 credit	CC-B6 4 credit	CC-C6 4 credit	CC-M6 4 credit CC-M7 (V) 4 credit	--	--	--		20	
Credits	Major =72	Minor = 24	MDC = 09		SEC = 09	AEC = 08	Internship 04	VAC=0 6	Total = 132	
# Four credits of internship, earned by a student during summer internship after 2nd semester or 4th semester, will be taken into account in 5 th semester of a student who pursue 3year UG Programme without taking exit option.										

Appendix-1

Fourth Year (Interdisciplinary): Scheme D						
Semester	Major Subject			Minor Subject		
	Core Courses	Discipline Specific Courses	Practicum Courses	Core Courses	Total credits	Degree to be awarded
VII	CC-H1 4 Credits CC- H2 4 Credits CC-H3 4 Credits	DSE-H1 4 credit	PC-H1 4 credit	CC-HM1 4 credit	24	Bachelor (Honours) in Major Discipline with 180 Credits
VIII	CC-H4 4 Credits CC-H5 4 Credits CC-H6 4 Credits	DSE-H2 4 credit	PC-H2 4 credit	CC-HM2 4 credit	24	
OR						
VII	CC-H1 4 Credits CC-H2 4 Credits CC-H3 4 Credits	DSE-H1 4 credit	PC-H1 4 credit	CC-HM1 4 credit	24	Bachelor (Honours with Research) in Major Discipline with 180 Credits
VIII	CC-H4 4 Credits CC-H5 4 Credits		Project/Dissertation 12 credits	CC-HM2 4 credit	24	

Table 2: Credit Point Table for 4-year UG Programme (Interdisciplinary): Scheme-D

Sr No	Broad Category of Course	Credits Earned After				
		1-Year	2-Year	3-Year	4-Year (Honours)	4-Year (Honours with Research)
1	Major Subjects	24	48	72	112	100
2	Minor Subjects	4	12	24	32	32
3	Multidisciplinary Courses (MDC)	6	9	9	9	9
4	Ability Enhancement Courses (AEC)	4	8	8	8	8
5	Skill Enhancement Courses (SEC)	6	9	9	9	9
6	Value Added Courses (VAC)	4	6	6	6	6
7	Internship	4*	4*	4	4	4
8	Research	-	-	-	-	12
	Total	52	96	132	180	180
		*Added in case of Exit from a Programme				

Notes:

- Credits (C), Core Courses (CC); Skill Enhancement Courses (SEC); Ability Enhancement Courses (AEC); Value Added Courses (VAC); Multidisciplinary Courses (MDC), Minor Course (CC-M), Minor Course (Vocational) (CC-M(V)), Core course in Honours discipline (CCH); Discipline specific elective course in Honours (DSE-H); Practicum Course in Honours subject (PC-H); Core Course in Minor Subject (CC-HM) of Honours Programme.
- A student will study Major, Minor, DSE and PC courses as per scheme of the Programme.
- A student will study AEC, VAC, SEC, MDC and Minor (Vocational) Courses from the respective pools of the courses offered by Department/College/Institute duly approved by the University.
- For 1st and 2nd semester of UG Programme (Interdisciplinary), a student can choose a Minor course of 2 credit from the pool of Minor courses offered by the Department/College/Institute in that semester or as prescribed in the scheme of the concerned programme.
- From 3rd semester onwards, a Minor course will be of 4 credits and will be taken out of the offered Core courses of a subject offered by Department/College/Institute in that semester or as prescribed in the scheme of concerned programme.

- vi. A student will opt for MDC course from the subject which is different from the discipline in which the admission is taken and should also be different from the courses undergone at senior secondary level (Class XII).
- vii. 4-year UG (Honours) or (Honours with Research) in Discipline will be offered after completion of 3-Year UG programme (Interdisciplinary) to those students who have completed at least 60 credits in the concerned discipline. In addition to the above, 4-Year UG (Honours with Research) in Discipline will be offered only to those students who have obtained CGPA 7.5 or more in the 3-Year UG programme.
- viii. In addition to the defined practicum courses, the practicum courses may include seminar or other activities as recommended by the concerned Board of Studies in case of Non-Practicum subjects. The Practicum course may be replaced by a theory course wherever Board of Studies decides so.

***ORDINANCE**
POST GRADUATE DIPLOMA IN KNOWLEDGE TRADITIONS IN SANSKRIT AND
INDOLOGY (PGDKTSI) (SEMESTER SYSTEM)
UNDER LEARNING OUTCOME BASED CURRICULUM FRAMEWORK- CHOICE BASED
CREDIT SYSTEM (NEP-LOCF-CBCS) AND MULTIPLE ENTRY-EXIT FORMAT
(w. e. f. Session 2022-23)

This Ordinance is based on National Education Policy (NEP) 2020 and will be effective from the Academic Session 2022-2023.

1.1 The duration of the Level 8 programme for the award of degree of Post Graduate Diploma in Knowledge Traditions in Sanskrit and Indology (PGDKTSI) shall be one academic year. The year shall be divided into two semesters i.e., July to November/December and January to April/May.

1.2 There shall be actual teaching for a minimum of 13-15 weeks (90 days) in each Semester excluding admission, preparation and examination days.

2. Key Terms

2.1 Academic Year and Semester: One academic year constitutes of (one odd and one even) semester. A semester will consist of 13-15 weeks of academic work equivalent to 90 actual teaching days.

2.2 Credit: One credit means one hour of theory or two hours of practical per week for the duration of a semester (13-15 weeks). 1 Credit will carry 25 marks.

2.3 Learning Outcome Based Curriculum Framework (LOCF): The learning outcomes of the programme are mapped against well-defined outcomes of its Courses.

2.4 Choice Based Credit System (CBCS): The CBCS provides choices to students to select Interdisciplinary courses to fit their own requirements and learn at their own pace.

2.5 Programme: This programme leads to the award of Post Graduate Diploma.

2.6 **Course:** 'Course' refers to the components of a programme. Course is a component of a programme and may include theory, Practicals etc. A course may be designed to comprise taught course/ lectures activities/project work etc. or any combination of these.

All courses need not carry the same weightage. Courses can be;

2.6.1. **Core Course:** A compulsorily course of a programme aimed to cover the basics of a particular discipline/subject.

2.6.2 **Elective Course:** A course which can be chosen from a pool of courses and may be very specific or specialized or advanced or supportive to the discipline/subject of study. It aims at providing an extended scope or exposure to some other discipline/subject/domain and nurtures the candidate's proficiency/skills.

2.6.3 **Discipline Specific Elective (DSE) Course:** Elective course offered for enhanced knowledge and skills in the major/minor specializations.

2.6.4 **Generic Elective (GE) Course:** An elective course from an unrelated discipline/subject for development of wider perspective.

* Approved vide Executive Council Res. No. 32 (26) of 22.08.2023.

A core course offered in a discipline/subject may be treated as Generic elective by other discipline/subject and vice versa and such electives be referred to as Generic Elective.

2.6.5 Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses are of two kinds:

(i) **Ability Enhancement Compulsory Courses (AECC):** “AECC” courses are the courses based upon the content that leads to Knowledge enhancement.

(ii) **Skill Enhancement Courses (SEC):** SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

2.6.6. Seminar: A course requiring students to participate in structured discussion/conversation or debate focused on assigned tasks/readings, current or historical events, or shared experiences guided or led by an expert or qualified personnel in a field of learning, work/vocation or professional practice.

2.7 Key Terms related to evaluation

2.7.1 Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

2.7.2 Credit Point: It is the product of grade point and number of credits for a course.

2.7.3 Cumulative Grade Point Average (CGPA):

It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal place.

2.7.4 Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F

2.7.5 Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.7.6 Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

3. Programmes Duration and Multiple Entry and Exit Options: All programmes shall be offered as per UGC list of ‘Specification of Degree’ prevailing from time to time. The programme duration and options for multiple entry-exit will be as per template below.

Semester	Core Course (CC) @4credits	Core Course (CC) @ 4 credits	General elective	Ability Enhancement compulsory course (AECC) @ 2 credits	Skill Enhancement course @ 2 credits (4 credits)	Discipline specific course @ 4 credits (anyone)	Activity clubs/ hobby @2 credits	Total credits	Exit
I Level 8	Origin and Development of Indological Studies in India	Knowledge Traditions in Sanskrit Vangmaya	GE	Vastu and Jyotish	1. Sanskrit Drama 2. Stage Performance of Drama	Yoga: Yama and Niyama	1. Educational Tour 2. Site Seeing 3. Knowledge of chanting vishnushasranam 4. Chanting of Shlokas	20	
						Arthshastram : Vidya prakaranam			
II Level 8	Elements of Sanskrit Language	Indian Philosophy and Religion	GE	Vedic Mantroccharan & Shlokoccharan	1. Research Methodology 2. Essential computer skills	Yoga : Pranayama and Samadhi	1. Educational Tour 2. Site Seeing 3. Knowledge of chanting vishnushasranam 4. Chanting of Shlokas.	20	PG Diploma in Knowledge Traditions in Sanskrit and Indology with 40 credits
						Ethics and Values			

Note:- 1. Duration of Exam of theory papers of 50 marks will be 2 hours.
2. Duration of Exam of theory paper of 25 marks will be 1.5 hour.
3. For performance and practical 15-20 minutes will be given to each student.
4. The students will perform two of the activities or hobby as mentioned in the syllabus. Each of 25 marks.

Notes:

1. Credits(c), Core Course (CC), Discipline specific elective course (DSE), General Elective Course (GE), Skill Enhancement Course (SEC), Ability Enhancement Compulsory course (AECC)
2. Students shall opt for one course from other programmes as General Elective.
3. 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 examination of 2 hour duration (30%) and assignment presentations (10%) of the credit and the rest (50%) through End term examination.
4. All the field work will be affected through guided learning by allotting a teacher as guide to every student.

4. Eligibility for Admission

A student who has passed Bachelor's Degree in any discipline with 50% from this University or equivalent degree recognised by the Kurukshetra University shall be eligible to join the First Semester of the Programme.

5. Assessment & Evaluation

5.1 Every candidate shall be examined in the courses as laid down in the Scheme of Examination and Syllabus prescribed by the Academic Council from time to time through a system of Comprehensive Continuous Assessment (CCA) using a mix of Internal and External evaluation. The Internal and External Assessment for different courses of the programme shall carry a weightage of 50 % each except for the courses where a different weightage is specifically provided in the syllabus.

5.1.1 Internal assessment shall have 50% weightage based on the following clearly defined components:

- (i) Class Participation 10%
- (ii) Mid-term exam 25 % (of Two Hours Duration)
- (iii) Assignments-presentations 15 %

5.1.2 External assessment i.e., remaining 50 % of total assessment will be based on End Term Semester Examinations of 2 hours duration for each course.

5.1.3 Class participation, mid-term exam, assignments and end term exams will have a mix of theory and tour/site seeing/activity report as per the course requirements as specified in the scheme of examination and syllabus.

5.2 The pass percentage will be 40 % marks in each course (Theory and Assessment separately). The aggregate of Internal and External examinations will be used to compute percent.

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

5.4 The marks obtained by a candidate for the Internal Assessment shall be carried forward if She/He is permitted to re-appear for the purpose of passing the examination.

5.5 The Chairperson of the Department shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University, up to six months from the date of declaration of Semester Examination results.

6. Eligibility for Examinations

6.1 The First/Second Semester Examination shall be open to a regular student who:

- (a) has passed the requisite qualifying examination as laid down in Clause 4.1 above, if She/He is a candidate for the First Semester Examination or has passed the preceding Semester Examination if She/He is a candidate for the Second Semester Examination respectively.
- (b) has been on the rolls of the Institute of Sanskrit and Indological Studies during both semesters preceding the Examination.
- (c) has attended not less than 75% of lectures in each course. This requirement shall be fulfilled separately, for each course. The lectures are to be counted as per notified teaching schedule that can extend up to the day before the commencement of examinations. A deficiency of up to 10% in each paper may be condoned by the Chairperson of the Department on sufficient grounds.
- (d) has obtained pass marks in the Internal Assessment of the course(s) of the relevant Semester.

Note: A candidate who has not attended the requisite percentage of lectures or has not obtained pass marks in the Internal Assessment for any course(s) will not be eligible to take the examination in the concerned course(s) only.

6.2 The examinations for the odd semester i. e. First semester shall ordinarily be held in the month of December/January and for the even semester i. e. Second Semester in May/June, on such dates as may be notified by the Controller of Examinations from time to time.

Supplementary examinations will be held for Re-appear candidates as under:

Semester	When held
(a) First Semester	Along with the First Semester
(b) Second Semester	Along with the Second Semester
(c) Any Semester	Flexi exam on the request of the candidate on a special fee prescribed by the university from time to time.

6.3 The last date(s) by which the examination forms shall be uploaded on the examination portal shall be as per the schedule notified by the Controller of Examinations from time to time.

7. Duration for Passing the Programme and Rules for Reappear

7.1 A candidate can complete the programme within two years from the date of admission if the student is not registered with Academic Bank of Credit (ABC). If a student is registered on ABC, the programme can be completed within 3 years of passing the programme or as per the time period stipulated in the Academic Bank of Credit (ABC) for accumulation of credits from time to time.

7.2 A candidate who has completed the prescribed course(s) of a programme in the department for any Semester but does not appear in the examination, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department to appear/ re-appear in the Semester Examinations/course(s) as the case may be, at the next regular examination for that Semester when such examination(s) are held, without attending the course(s) again.

8. Conditions for promotion to Higher Semester

8.1 A candidate will be allowed to join Second Semester only if he/she clears a minimum of 50% Theory papers of the First Semester examination. However, such candidate may appear in examinations of the 'not pass' course(s) along with next scheduled semester examinations.

If a candidate fails to pass any Semester Examination even in the second chance as mentioned above, his pass credits will be accumulated on the Academic Bank of Credit (ABC) and he can pass the remaining exams any time within 7 years or as stipulated in the Academic Bank of Credit (ABC) from time to time.

8.2 A candidate, whose result is declared late for no fault of his, may be permitted provisionally to attend classes of the next higher Semester at his own risk and responsibility, subject to his passing the concerned Semester Examination. In such a case, the lectures will be counted from the date a candidate starts attending classes. In case a candidate fails to pass the concerned Semester Examination his/her attendance/Internal Assessment in the next higher Semester in which he/she was allowed to attend classes provisionally shall stand cancelled.

9. Eligibility for Diploma

9.1 A candidate must pass all the two Semester Examinations of the PGDKTSI programme. However, the candidate can reappear till the permissible period of accumulation of credits on the Academic Bank of Credit (ABC) failing which she/he will be deemed to be unfit for the PGDKTSI programme.

However, a candidate will be allowed to attend regular classes and stay on the campus only for the total duration of a programme.

9.2. A candidate, who discontinues his/her studies at any point of time may be permitted to join the remaining studies and complete balance credits as per Clause 8.1.

9.3 The medium of instruction will be in Hindi/English and students can write in examination in any language (Hindi/ English/ Sanskrit).

10. Examinations and Result

10.1 The question papers shall be set and the answer books shall be examined by the External/Internal paper-setter (s) as the case may be.

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

10.3 The Controller of Examinations shall publish a list of candidates who have passed the Semester Examination at an early date.

10.4 Unless otherwise provided in the Ordinance for relevant examination, the minimum Semester Grade Point Average (SGPA) and CGPA (Cumulative Grade Point Average) required for the continuation of registration and the award of the degree is 4.00.

10.4.1 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 a 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 have failed in the examination/course(s). Such a candidate will be required to re-appear in that examination/course(s) within the permissible chances given in the concerned Ordinance for obtaining a pass grade.
 - (2) A candidate who has not obtained pass marks in internal Assessment, will also be awarded Grade 'F'. Such a candidate will have to appear again in Mid Term Examination/Assignments-presentations and obtain pass marks in Internal Assessment.
 - (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.

11. 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.

12. Improvement

A candidate who has passed the PGDKTSI programme is allowed to improve their result by appearing in the scheduled semester examination(s) according to the rules and syllabus prevailing at that time as an ex-student at the fees prescribed by the university from time to time. A candidate is allowed to make repeat attempts within 3 years of passing the programme or as per the time period stipulated in the Academic Bank of Credit (ABC) scheme for accumulation of credits from time to time if registered with ABC.

13. Pursuing One More Academic Programme with PGDKTSI

A student of PGDKTSI can pursue one more academic programme as per UGC Guidelines April 2022, regarding two academic programmes as per University Guidelines for the same.

ANNEXURE 1

Template-Evaluation rubrics

Learning level Evaluation scale (1-4) (1; <30%, 2; 30-59%, 3; 60-70 %, 4; > 70 %) [% is to be computed on absolute marks]	Beginner (1)	Progressing (2)	Proficient (3)	Excellent (4)
Class participation (Discussions, raising relevant issues, analysis, synthesis, updated readings)	Rarely	Sometimes	Often	Always
Assignment and presentation (Introduction, Research, Conclusions, Writing, speaking/body language, use of PowerPoint)	Vague/irrelevant	Somewhat clear and relevant	Clear and relevant	very Clear and relevant
Mid-Term Exam (Completeness, Understanding, Argument, Structure and writing)	Below Average	Average	Good	Very good
End-Term Exam (Completeness, Understanding, Argument, Structure and writing)	Below Average	Average	Good	Very good

Template

Learning Outcome-based evaluation - [Name of the Course]

Number of Credits

Students	Student scores and learning levels against Course Outcomes (CO's) (Evaluation scale 1-4 (1; <30%, 2; 30-59%, 3; 60-70 %, 4; > 70 %) [% to be computed on absolute marks])				
	Class Participation (Marks between 0-10)	Assignments and presentations (Marks between 0-15)	Mid-Term Exam (Marks between 0-25)	End-Term Exam (Marks between 0-50)	Aggregated (Marks between 0- 100)
1.	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on	CO1- CO2- CO3- and so on
2.					
3.					
4.					
5.					
6. and more					

Course Outcomes

CO 1- As per the syllabus.
 CO 2- As per the syllabus
 CO 3- As per the syllabus
 CO 4 and more- As per the syllabus

♥ORDINANCE— MPA (5 YEAR INTERGRATED PROGRAM) as per LOCF-CBCS and NEP—2020 Regulations (w.e.f. the academic session 2022-2023).

1. The duration of the programme leading to award of MPA (5 years Integrated Programme) degree shall be five academic years, comprising of ten semesters. Each academic year shall be divided into two semester — Odd Semester (July to December) and Even Semester (January to June).
 - 1.1 The program shall be of an integrated nature with multiple entry/exit (entry is only for M.P.A. Students) option (after every academic year) to the students.
 - (a) The student having studied and passed the courses of two semesters (I & II) will have option to exit the Program with Certificate in Performing Arts
 - (b) The student having studied and passed the courses of four semesters (I to IV) will have option to exit the Program with Diploma in Performing Arts
 - (c) The student having studied and passed the courses of Six semesters (I to VI) will have option to exit the Program with Bachelor in Performing Arts degree
 - (d) The student having studied and passed the courses of eight semesters (I to VIII) will have option to exit the Program with Post Graduate Diploma in Performing Arts
 - (e) The student having studied and passed the courses of all the ten semesters (I to X) will be awarded **Master of Performing Arts** degree
 - 1.2 All the students, who leave the Program after having earned Certificate/Diploma/Bachelor Degree/ PG Diploma, will have the option to re-enter the Program at a later stage to resume their studies and to exit the Program with a higher qualification (i.e., Diploma/Bachelor Degree/PG Diploma) or to complete the full five-year degree Program.
 - 1.3 The medium of instruction and examination shall be Hindi and English except language course/s.
2. There shall be an intake of 40 students. Besides, there will be some supernumerary seats as per University policy/guidelines.
 - 2.1 A person who has passed Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education Haryana or an examination recognized as

♥ New Ordinance approved vide Executive Council Resolution No. 6 (11) dated 19.07.2024 w.e.f. session 2022-23.

equivalent thereto securing not less than 45% marks with English as one of the subjects, shall be eligible to seek admission in the first year of the program. The minimum eligibility condition for admission in the case of Scheduled Caste/Scheduled Tribe candidate shall be minimum pass marks in the qualifying examination.

2.2 The details of seats, reservation, admission procedure, fee structure, etc. shall be available in the prospectus issued by the Institute/University for an academic year.

3. Every student shall be examined according to the scheme of examination and syllabus as approved by the Academic council. Each course shall have a certain number of credits, which will reflect its weightage. A student's performance/progress shall be measured based on the number of credits that he/she has completed satisfactorily. (The detailed rules/guidelines for implementation of Choice Based Credit System of Study and Award of Grades are available in Appendix-II of K.U. Cal. Vol. II).

3.1 Credits of a Course shall be evaluated as under:

- (a) For all courses, one lecture of sixty minutes shall be assigned one credit.
- (b) Laboratory/ practical/field work/ tutorial of two hours shall be equal to two hour of teaching, and shall be assigned one credit. Course with odd numbers of Laboratory/ practical/field work/ tutorial hours having fractional credits shall be acceptable.

3.2 All evaluation of different components of course shall be done in marks for each student. The marks of different components shall be reduced to approved-weightage (as per the scheme of examination), and shall be added to get total marks. The rounding off shall be done on the higher side. A minimum Grade Point Average shall be required for satisfactory progress. In addition, a minimum number of credits shall have to be earned to qualify for the Certificate/Diploma/Bachelor Degree/ PG Diploma/ Master Degree.

4. The grade awarded to a student in each course shall be based on his/her performance in **Internal Assessment, Semester-End** examination, and **Practical** (where applicable). The weightage of Internal Assessment, Semester-End examination, and practical shall be as per the scheme of examination.

4.1 The performance of a student at Internal Assessment will be evaluated by the concerned teacher through a continuous and comprehensive evaluation against course objectives. Various components of Internal Assessment will include class tests, assignments, seminars, quiz, project file, class participation and attendance, etc. The following

weightage shall be given to different parameters forming the basis of award of internal assessment.

- (a) Class Tests : 40%
- (b) Assignment/seminar/quiz/project file, etc. : 40%
- (c) Attendance: 20% (for a course of Internal Assessment of 30 marks, attendance shall carry: 6 marks for attendance 91% onwards; 5 marks for 81% to 90%; 4 marks for 75% to 80%; 3 marks for 70% to 74%; and 2 marks for attendance 65% to 69%).

4.2 A Student has to secure minimum 40% marks in Internal Assessment. Any student, who fails to secure minimum pass marks at the Internal Assessment of any course, shall not be eligible to appear at the Semester-End examination of that course. He/she shall be given one opportunity in the next year to qualify in the Internal Assessment.

4.3 The Internal Assessment marks/grade of a student who fails at the Semester-End examination shall be carried forward to the next examination.

4.4 The Chairperson shall preserve the record (based on which the internal assessment marks/grade has been prepared) for inspection up to six months from the date of declaration of the concerned semester result.

5. The Semester-End Examination as well as their Supplementary examinations for the Odd (I, III, V, VII, & IX) and Even (II, IV, VI, VIII, & X) semesters shall ordinarily be held during the month of November/December and May/June respectively as per the schedule notified by the Controller of Examinations.

5.1 The Semester-End Examination shall be open to a regular student, provided:

- (a) He/she has remained on the rolls of the department during one semester preceding the examination.
- (b) He/she is covered under the Clause 4.2.
- (c) He/she has passed the previous semester(s) examinations as per Clause 7.
- (d) He/she has submitted the Examination form to the Examination Branch through the chairperson, with the following certificates:
 - (i) Certificate of good character

- (ii) Certificate of having attended not less than 75% of lectures delivered, practical, etc. in each course of the concerned semester, subject to Clause 6.
- 6. On valid grounds, Chairperson may condone a deficiency of up to 15% of total lectures delivered, practical, etc. Further, additional condonation up to 10% deficiency of total lectures delivered, practical, etc. in each course shall be given to a student who has participated in the cultural, sports, or any other assignments on production of valid certificate(s). A student shall not be allowed to appear in the Semester-End examination if his/her attendance, after condonation on all counts, falls below 50% of total lectures delivered, practical, etc.
- 7. A student who is otherwise eligible (as per Clause 5 and Clause 6), but does not appear at the Semester-End examination of one or more theory course/s, or, having appeared, but fails, shall not be required to attend a fresh course/s of instructions. He/she shall be allowed, on the recommendation of the Chairperson, to re-appear as an ex-student at the next two supplementary examinations. However,
 - (a) A student who fails in viva-voce/practical/internship/research project etc. shall be given, as per recommendation of the Chairperson, only one more chance. If he/she fails again, he/she shall not be eligible for the award of degree.
 - (b) A student, who fails to attend requisite percentage of lectures, practical etc. in a course, shall have to repeat that course to complete the attendance requirement.
- 7.1 A student has to secure minimum of 40% marks in each paper separately to pass the course and 40% in aggregate to pass in end term examination. A student who has passed an Odd Semester shall be eligible to join the next Even Semester.
- 7.2 A student, who has failed in one or more paper(s) of I and II semesters, or III and IV semesters, or V and VI semesters, or VII and VIII semesters, shall be promoted provisionally to the III, V, VII, and IX semesters, as the case may be, subject to the following:
 - (a) To semester III, provided he/she has passed at least 50% courses of first year (semesters I and II).
 - (b) To semester V, provided he/she has passed at least 50% courses of second year (semesters III and IV).
 - (c) To semester VII, provided he/she has passed at least 50% courses of third year (semesters V and VI).
 - (d) To semester IX, provided he/she has passed at least 50% courses of fourth year (semesters VII and VIII).

7.3 A student who fails to complete the program within five years, shall be required to pass the same within seven years to his/her admission to the Semester I of the program.

8. For conversion from SGPA/CGPA to percentage of marks, the conversion factor 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

Notes: (1) A candidate who obtain Grade 'F' or 'Ab' will be considered to have failed in the course (s). Such a candidate will be required to re-appear in the course(s) within the permission chances as per Clause 7 for obtaining pass Grade.

(2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement (see Clause 7a).

(3) If 'F'/'Ab' Grade is awarded to a candidate in a course on summer internship, research project, viva-voce, and practical, he/she shall get only one more chance, as per recommendation of the Chairperson, to pass the course at the end of next Semester. However, if he/she still gets 'F'/'Ab' Grade, he/she shall not be eligible for the award of Certificate/ Diploma/ Bachelor Degree/ PG Diploma/ Master Degree (as the case may be; see Clause 7b).

(4) For non-credit course 'Satisfactory' or 'Unsatisfactory' shall be indicate of the letter grade and this will not be conducted for the computation of SGPA/CGPA.

9. There shall be provisions for improvement in the marks of Semester-End examination(s) subject to the rules and guidelines prescribed by university from time to time. There shall not be any opportunity for improvement of the marks obtained at Internal Assessment.

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

11. All the students will be register on ABC portal and their secured credits will be added in their credit bank every year separately after the successful completion of end term examination.

Transitory Provision

Candidate admitted to M.P.A. (5-year Integrated Programme) in the department during the academic session 2021-22 or earlier shall be governed by old rules.

***ORDINANCE----- MASTER OF BUSINESS ADMINISTRATION (5-YEAR Integrated Practice-Oriented Program) As per LOCF-CBCS and NEP-2020 Regulations (w.e.f. the academic session 2022-2023).**

1. The duration of the program leading to award of **Master of Business Administration (MBA)** degree shall be *five* academic years, comprising of *ten* semesters. Each academic year shall be divided into *two* semesters—Odd Semester (July to December) and Even Semester (January to June).
 - 1.1 The program structure (see Appendix-A) shall be in the light of Learning Outcomes-based Curriculum Framework (LOCF), Choice-Based Credit System (CBCS) and National Education Policy (NEP) 2020 Regulations. The program shall include Core Courses, Ability Enhancement Compulsory Courses, Discipline Specific Elective courses, Skill Enhancement Courses, courses based on interest/hobbies/activities, Summer Internships, Research Project, etc. The program shall also include Generic Elective courses from the pool of courses available at faculty/ university level.
 - 1.2 The program shall be of an integrated nature with multiple exit option (after every academic year) to the students.
 - (a) The student having studied and passed the courses of one academic year (semesters I & semester II) will have option to exit the Program with **Certificate in Business Administration**.
 - (b) The student having studied and passed the courses of two academic years (semesters I to semester IV) will have option to exit the Program with **Diploma in Business Administration**.
 - (c) The student having studied and passed the courses of three academic years (semesters I to semester VI) will have option to exit the Program with **Bachelor of Business Administration** degree.
 - (d) The student having studied and passed the courses of four academic years (semesters I to semester VIII) will have option to exit the Program with **Post Graduate Diploma in Business Administration**.
 - (e) The student having studied and passed the courses of all the five academic years (semesters I to semester X) will be awarded **Master of Business Administration** degree.
 - 1.3 All the students, who leave the Program after having earned Certificate / Diploma / Bachelor Degree / PG Diploma, will have the option to re-enter the Program at a later stage to resume their studies and to exit the Program with a higher qualification (i.e., Diploma / Bachelor Degree / PG Diploma) or to complete the full five-year degree Program.
 - 1.4 The medium of instruction and examination shall be English *except* language course/s.

* New Ordinance approved vide Executive Council Resolution No. 6 (11) dated 19.07.2024 w.e.f. session 2022-23

2. There shall be an intake of 60 students. Besides, there will be some supernumerary seats as per University policy / guidelines.
 - 2.1 A person who has passed Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education Haryana or an examination recognized as equivalent thereto securing not less than 50% marks with English as one of the subjects, shall be eligible to seek admission in the first year of the program. The minimum eligibility condition for admission in the case of Scheduled Caste/Scheduled Tribe candidate shall be minimum pass marks in the qualifying examination.
 - 2.2 The details of seats, reservation, admission procedure, fee structure, etc. shall be available in the prospectus issued by the Institute / University for an academic year.
3. Every student shall be examined according to the **scheme of examination and detailed syllabi** as approved by the Academic Council. Each course shall have a certain number of credits, which will reflect its weightage. A student's performance/progress shall be measured based on the number of credits that he/she has completed satisfactorily. (The detailed rules/guidelines for implementation of CBCS and Award of Grades are available in Appendix-II of K.U. Cal. Vol. II).
 - 3.1 Credits of a course shall be evaluated as under:
 - (a) For all courses, one lecture of sixty minutes shall be assigned one credit.
 - (b) Laboratory/practical/field work/tutorial of one hour shall be equal to one hour of teaching, and shall be assigned one credit. Course with odd numbers of laboratory/practical/field work/tutorial hours having fractional credits shall be acceptable.
 - 3.2 All evaluation of different components of course shall be done in marks for each student. The marks of different components shall be reduced to approved-weightage (as per the scheme of examination), and shall be added to get total marks. The rounding off shall be done on the higher side. A minimum Grade Point Average shall be required for satisfactory progress. In addition, a minimum number of credits shall have to be earned to qualify for the Certificate/ Diploma/ Bachelor Degree/ PG Diploma/ Master Degree.
4. The grade awarded to a student in each course shall be based on his/her performance in **Internal Assessment, Semester-End** examination, and **Practical** (where applicable). The weightage of Internal Assessment, Semester-End examination, and practical shall be as per the scheme of examination. There shall also be courses pertaining to summer internships, research project, and viva-voce (the scheme of examination shall contain the relevant details).
 - 4.1 The minimum marks/ grade to qualify the Internal Assessment, Semester-End examination, and Practical (where applicable) shall be 40% of the maximum marks (equivalent to letter grade P). The rule of 40% (letter grade P) shall also be applicable to the courses pertaining to summer internships, research project, and viva-voce.
 - 4.2 The performance of a student at Internal Assessment will be evaluated by the concerned teacher through a continuous and comprehensive evaluation against course objectives and course outcomes. Various components of Internal Assessment will *include* class tests, assignments, seminars, quiz, project file, class participation and attendance, etc. The following weightage shall be given to different parameters forming the basis of award of internal assessment.

- (a) Class tests: 50%
- (b) Assignment/seminar/quiz/project file, etc.: 30%
- (c) Attendance: 20% (for a course of Internal Assessment of 30 marks, attendance shall carry: 6 marks for attendance 91% onwards; 5 marks for 81% to 90%; 4 marks for 75% to 80%; 3 marks* for 70% to 74%; and 2 marks* for attendance 65% to 69%).

* For students engaged in co-curricular activities duly approved by the Director, or remained absent because of authenticated medical grounds.

- 4.3** Any student, who fails to secure minimum pass marks (40%) at the Internal Assessment of any course, shall not be eligible to appear at the Semester-End examination of that course. He/she shall be given **one** opportunity in the next year to qualify in the Internal Assessment.
- 4.4** The Internal Assessment marks/grade of a student who fails at the Semester-End examination shall be carried forward to the next examination.
- 4.5** The Director shall preserve the record (based on which the internal assessment marks/grade has been prepared) for inspection up to six months from the date of declaration of the concerned semester result.
- 5.** The Semester-End Examination as well as their Supplementary examinations for the Odd (I, III, V, VII, & IX) and Even (II, IV, VI, VIII, & X) semesters shall ordinarily be held during the month of November/December and May/June respectively as per the schedule notified by the Controller of Examinations.
 - 5.1** The Semester-End Examination shall be open to a regular student, provided:
 - (a) He/she has remained on the rolls of the institute during one semester preceding the examination.
 - (b) He/she is not covered under the Clause 4.3.
 - (c) He/she has passed the previous semester(s) examinations as per Clause 7.
 - (d) He/she has submitted the Examination form to the Examination Branch through the Director, with the following certificates:
 - (i) Certificate of good character
 - (ii) Certificate of having attended not less than 75% of lectures delivered, practical, etc. in each course of the concerned semester, subject to Clause 6.
- 6.** On valid grounds, Director may condone a deficiency of up to 15% of total lectures delivered, practical, etc. Further, additional condonation up to 10% deficiency of total lectures delivered, practical, etc. in each course shall be given to a student who has participated in the cultural, sports, or any other assignments on production of valid certificate(s). A student shall not be allowed to appear in the Semester-End examination if his/her attendance, after condonation on all counts, falls below 50% of total lectures delivered, practical, etc.
- 7.** A student who is otherwise eligible (as per Clause 5 and Clause 6), but does not appear at the Semester-End examination of one or more theory course/s, or, having appeared, but fails to qualify (as per Clause 4.1), shall not be required to attend a fresh course/s of instructions. He/she

shall be allowed, on the recommendation of the Director, to re-appear as an ex-student at the next two supplementary examinations. However,

- (a) A student, who fails to attend requisite percentage of lectures, practical etc. in a course, shall have to repeat that course to complete the attendance requirement.
- (b) A student who fails in summer internships, research project, viva-voce, and practical shall be given, as per recommendation of the Director, one more chance. If he/she fails again, he/she shall not be eligible for the award of Certificate/ Diploma/ Bachelor Degree/ PG Diploma/ Master Degree (as the case may be).

7.1 A student who has passed an Odd Semester shall be eligible to join the next Even Semester.

7.2 A student, who has failed in one or more paper(s) of I and II semesters, or III and IV semesters, or V and VI semesters, or VII and VIII semesters, shall be promoted provisionally to the III, V, VII, and IX semesters, as the case may be, subject to the following:

- (a) To Semester III, provided he/she has passed at least 50% courses of first academic year (semesters I and II).
- (b) To Semester V, provided he/she has passed at least 50% courses of second academic year (semesters III and IV).
- (a) To Semester VII, provided he/she has passed at least 50% courses of third academic year (semesters V and VI).
- (b) To Semester IX, provided he/she has passed at least 50% courses of fourth academic year (semesters VII and VIII).

7.3 A student who fails to complete the program within five years, shall be required to pass the same within ten years to his/her admission to the Semester I of the program.

8. For conversion from SGPA/CGPA to percentage of marks, the conversion factor 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

Notes: (1) A candidate who obtains Grade 'F' or 'Ab' will be considered to have failed in the course (s). Such a candidate will be required to re-appear in that course(s) within the permissible chances as per Clause 7 for obtaining pass Grade.

(2) A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement (see Clause 7a).

(3) If 'F'/'Ab' Grade is awarded to a candidate in a course on summer internship, research project, viva-voce, and practical, he/she shall get only

one more chance, as per recommendation of the Director, to pass the course at the end of next Semester,. However, if he/she still gets 'F' / 'Ab' Grade, he/she shall not be eligible for the award of Certificate/ Diploma/ Bachelor Degree/ PG Diploma/ Master Degree (as the case may be; see Clause 7b).

(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.

12. There shall be provisions for improvement in the marks of Semester-End examination(s) subject to the rules and guidelines prescribed by university from time to time. There shall not be any opportunity for improvement of the marks obtained at Internal Assessment.
13. Notwithstanding the integrated nature of the program which is spread over more than one academic year, the Ordinance in force at the time a student joins the program, shall hold good only for the examination held during or at the end of the academic year. Nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new

Transitory Provision

Candidates admitted to the Master of Business Administration (5-year Integrated Practice-Oriented Program) in the Institute during the academic session 2021-22 or earlier shall be governed by the old rules.

MASTER OF BUSINESS ADMINISTRATION
(5-YEAR Integrated Practice-Oriented Program)
As per LOCF-CBCS and NEP-2020 Regulations

Program Structure (w.e.f. the academic session 2022-2023 in phased manner)

Semester (Level)	CC @ 5 Credits	AECC @ 2 Credits	SEC @ 2-5 Credits	DSE @ 5 Credits	GE [†]
Year I (Level 5)					
I (Level 5)	3 courses (15 credits)	1 course (2 credits)	1 course (5 credits) 1 course [§] (2 credits)	---	---
II (Level 5)	3 courses (15 credits)	2 courses (4 credits)	1 course (4 credits) 1 course ^ψ (2 credits) 1 course [§] (4 credits)	---	---
Total (Year I)	6 courses (30 credits)	3 courses (6 credits)	5 courses (17 credits)	---	---
Exit Option: with Certificate in Business Administration (53 Credits)					
Year II (Level 6)					
III (Level 6)	3 courses (15 credits)	---	1 course (2 credits) 1 course (4 credits)	---	---
IV (Level 6)	3 courses (15 credits)	---	1 course (5 credits) 1 course [§] (2 credits) 1 course ^ψ (2 credits) 1 course [§] (4 credits)	---	GE [†]
Total (Year I & II)	12 courses (60 credits)	3 courses (6 credits)	11 courses (36 credits)	---	
Exit Option: with Diploma in Business Administration (102 Credits)					
Year III (Level 7)					
V (Level 7)	2 courses (10 credits)	---	1 course (4 credits) 1 course [§] (2 credits)	2 courses (10 credits)	GE [†]
VI (Level 7)	2 courses (10 credits)	---	1 course (4 credits) 1 course (4 credits) 1 course ^ψ (2 credits) 1 course [§] (4 credits)	2 courses (10 credits)	GE [†]
Total (Year I to III)	16 courses (80 credits)	3 courses (6 credits)	17 courses (56 credits)	4 courses (20 credits)	
Exit Option: with Bachelor of Business Administration degree (162 Credits)					

Semester (Level)	CC @ 5 Credits	AECC @ 2 Credits	SEC @ 2-5 Credits	DSE @ 5 Credits	GE [†]
Year IV (Level 8)					
VII (Level 8)	1 course (5 credits)		1 course (4 credits) 1 course § (2 credits)	4 § courses (20 credits)	GE [†]
VIII (Level 8)	1 course (5 credits)		1 course § (2 credits) 1 course ^Ψ (2 credits) 1 course ^{§§} (4 credits)	4 § courses (20 credits)	---
Total (Year I to IV)	18 courses (90 credits)	3 courses (6 credits)	22 courses (70 credits)	12 courses (60 credits)	
Exit Option: with Post Graduate Diploma in Business Administration (226 Credits)					
Year V (Level 9)					
IX (Level 9)	1 course (5 credits)	---	1 course § (2 credits)	4 § courses (20 credits)	GE [†]
X (Level 9)	1 course (5 credits)	---	1 course [®] (4 credits) 1 course § (2 credits) 1 course ^Ψ (2 credits)	4 § courses (20 credits)	---
Total (Year I & V)	20 courses (100 credits)	3 courses (6 credits)	26 courses (80 credits)	20 courses (100 credits)	
Exit with Master of Business Administration (286 Credits)					

Notes: 1. CC = Core Course; AECC = Ability Enhancement Compulsory Course; SEC = Skill Enhancement Course; DSE = Discipline Specific Elective course; GE = Generic Elective course

2. One Hour of Lecture is equal to one Credit; One Hour of Practical is equal to one Credit; One Hour of Practical is equal to one Hour of Teaching

3. Practical class/ work shall conducted for the whole class, in the various forms, such as presentation, written assignment, seminar, discussion, case study, quiz, etc.

§ Course related to Extra-Curricular activities/ General Interest/ Hobby/ Club/ NSS/ NCC/ etc. The list of activities will be provided at the beginning of semester.

^Ψ Course related to Viva-Voce examination

^{§§} Course related to Internship

[®] Course related to Research Project

[§] There will be dual specialization; a student has to select any two areas (out of HR/ Marketing/ Finance/ Business Analytics), and has to opt for two elective courses (in each semester from VII to X) from the basket of each of these two specialization areas

[†] A student may opt for GE course/s from the pool of courses at faculty/ university level

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**♦ORDINANCE – DIPLOMA IN REASONING –EXAMINATION (for the session
2022-23)**

1. The duration of the course for the Diploma in Reasoning shall be one academic session (i.e. Odd Semesters) under Credit based System (CBS). This course shall be offered by the Department of Philosophy in regular mode (Evening Course).
2. The examination shall be held once a year in the month of December/January of the session, on the dates notified by the Director / Chairman of the said course/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, shall be eligible for admission to the Programme.
5. A student who possesses the qualification laid down in Clause 4 above, has been on the rolls of the Department/recognised College for the course during the academic year preceding the examination and produces the following 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 course may be condoned by the Chairperson of the Department/Principal of the College concerned as under:-
 - (a) Lectures: Up to 15% of the lectures delivered in each Subject/Paper.
 - (b) Tutorial Assignments: Up to 15%.
7. A student who has completed the prescribed course 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 chances without attending a fresh course of instruction, on payment, on each occasion, of the same fee as prescribed by the university.
 - 7.1 A candidate who has failed in one paper, may be allowed to re-appear only twice in the paper(s) at the subsequent examination.
 - 7.2 A candidate who fails to pass the examination of Diploma in Reasoning within a period of three years of his/her admission/ shall be required to pursue the course ab initio, if he/she is desirous to pass the course after the time limit.
8. The amount of examination fee to be paid by a candidate shall be such as prescribed by the Controller of Examination from time to time.

♦ New Ordinance approved vide Executive Council Resolution No. 6 (12) dated 19.07.2024.

9. The examination shall be held according to the syllabus prescribed by the Academic Council. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.
10. The medium of 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.

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. Class participation (10%),
- B. Mid term exam of 2 hour duration (30 %)
- C. Assignments-presentations (10 %)

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 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.
13. 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.
14. 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.
15. 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 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
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
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 and 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 and application of research

♦ORDINANCE – Certificate Programme in Bhagvadgita Examination (for the session 2022-23) (under Credit based system).

1. The duration of the Programme of instruction for the Certificate Programme in Bhagvadgita examination shall be One Years comprising of Two Semesters (under Credit Based System). This Programme shall be in a regular mode (Evening Course).
2. The End term examination (Major Test) for the odd semester as well as their supplementary examination shall be held in the month of December and January and for the Even semester as well as their supplementary examination in the month of May/June.
3. The last date(s) by which the examination forms and fees must reach to the Controller of Examinations shall be as per schedule at Appendix-I in the K.U. Calendar Vol.II.
4. A person who has passed Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana or an examination recognised as equivalent thereto, shall be eligible for admission to the Programme.
5. A student who possesses the qualification laid down in Clause 4 above, has been on the rolls of the Department/recognised College for the course during the academic year preceding the examination and produces the following Certificate signed by the Chairperson of the Department/Principal of College concerned shall be eligible to appear in the examination:-
 - (a) Of having good character;
 - (b) Of having attend not less than 75% of the full course of lectures(the Programme to be counted up to the day before the commencement of the examination).
6. A deficiency in the prescribed Programme (lectures or Practicals or Tutorials) may be condoned by the Chairperson of the Department/Principal of the College concerned as under:-
 - (a) Lectures: Up to 15% of the lectures delivered in each Subject/Paper.
 - (b) Practicals : Up to 5% in each Subject/Paper;
 - (c) Tutorial Assignments: Up to 15%.
- 7.1 A student who has completed the prescribed Programme 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 Programme(s) of instruction, on payment, on each occasion, of the same fee as prescribed in Clause 8 below.
- 7.2 A candidate who has failed in one course, may be allowed to re-appear only twice in the course (s) at the subsequent examination.
- 7.3 A candidate who fails to pass the examination of Certificate Programme in Bhagvadgita 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 amount of examination fee to be paid by a candidate shall be the same as prescribed by the Controller of Examination from time to time.

♦ New Ordinance approved vide Executive Council Resolution No. 6 (12) dated 19.07.2024.

- 9 The Practical/Viva-Voce Examination as prescribed in the Scheme of Examination shall be conducted by the Two examiner consisting of one External and one Internal Examiner. The Teachers appointed on contract basis with minimum three years' experience may also be appointed as examiners. In case the External Examiner does not turn up, the Internal Examiner may set the question papers and conduct the Practical Examination to avoid the postponement of the practical examinations and inconvenience to the students.
- 10 The examination shall be held according to the syllabus prescribed by the Academic Council. A candidate who fails in an examination, or, having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.
- 11 The medium of instructions and examination shall be English and Hindi. The candidates shall write their scripts in Hindi/ English. The questions paper shall be set both in Hindi and English languages.
- 12 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.
- 13 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.
- 14 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 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.
- 15 Notwithstanding the anything contained in any other Ordinance, a person may pursue studies for the Programme 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 Programme only if he is permitted by the Worthy Vice-Chancellor.
- 16 Assessment and Evaluation
- 16.1 Each candidate shall be examined in the Programme(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.
- 16.2 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.
- 16.2.1 Internal assessment shall be based on clearly defined components of
- A. Class participation (10%),
 - B. Mid term exam of 2 hour duration (30 %)
 - C. Assignments-presentations (10 %)
- 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.
- 16.2.2. End term Examination i.e. rest 50% will be based on end term examination of 3 hours duration or as prescribed in syllabus.
- 16.2.3 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.

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- 16.3 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.
 - 16.4 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.
 - 16.5 The Principal shall preserve the record on the basis of which the internal assessment awards are prepared, for inspection, if needed by the University, up to one year from the date of declaration of semester examination results.
 - 17 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.

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
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
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 and 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 and application of research

♥ **ORDINANCE: BACHELOR OF BUSINESS ADMINISTRATION (HONOURS)**

(UNDER CHOICE BASED CREDIT SYESTEM) (w.e.f. the session 2021-22)

1. The duration of the course leading to award of **BACHELOR OF BUSINESS ADMINISTRATION (HONOURS)** shall be of three academic years, comprising of six semesters. Each academic year shall be divided into two semesters, i.e. Odd Semester (July to December) and Even Semester (January to June).
 - 1.1 The course shall be of an integrated nature with exit options. The students shall be awarded with Certificate, Diploma, and Degree as per details mentioned below:
 - (a) After passing all the courses of first year,
Certificate in Business Administration
 - (b) After passing all the courses of first two years,
Diploma in Business Administration
 - (c) After passing all the courses of all three years,
Bachelor of Business Administration (Honours)
 - 1.2 The medium of instruction and examination shall be English. The course shall be run in regular mode. However, up to 40 percent of the course content may be delivered through online mode.
2. There shall be an intake of **50 candidates**/students (30 seats for foreign nationals and 20 seats for resident Indians). The seats, for which foreign national candidates are not available/eligible, shall be filled up from resident Indians, and vice versa.
 - 2.1 A person who has passed Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education Haryana or an examination recognized as equivalent thereto securing not less than 50% marks with English as one of the subjects, shall be eligible to seek admission in the first year of the course. The minimum eligibility condition for admission in the case of Scheduled Caste/Scheduled Tribe candidate shall be minimum pass marks in the qualifying examination.
 - 2.2 The candidate admitted to the course shall not be allowed to pursue any other course in regular mode except certificate course in any Indian or foreign language or computer application or any other course being conducted by this University on part-time-basis in the evening with prior permission of the Director, otherwise his/her candidature to the course will be cancelled forthwith.
 - 2.3 The details of admission procedure, fee structure, etc. shall be available in the prospectus issued by the institute/university for an academic year.
3. Every student shall be examined according to the scheme of examination and syllabus as approved by the Academic Council. Each course shall have a certain number of credits, which will reflect its weightage. A student's performance/progress shall be measured based on the number of credits that he/she has completed satisfactorily. (The detailed rules/guidelines for

implementation of Choice Based Credit System of Study and Award of Grades are available in Appendix-II of K.U. Cal. Vol. II).

3.1 Credits of a course shall be evaluated as under:

- (a) For all theory courses, one lecture of sixty minutes shall be assigned one credit.
- (b) Laboratory/practical/field work of two hours shall be assigned one credit. Course with odd numbers of laboratory/practical/field work hours having fractional credits shall be acceptable.

3.2 All evaluation of different components of course shall be done in marks for each student. The marks of different components shall be reduced to approved-weightage (as per the scheme of examination), and shall be added to get total marks secured on a 100-point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average shall be required for satisfactory progress. In addition, a minimum number of credits shall have to be earned to qualify for the certificate/ diploma/ degree.

4. The grade awarded to a student in each course shall be based on his/her performance in **Internal Assessment** (activities comprising of class tests, assignment, seminar, quiz, project file, attendance, etc.), **End-Term** (external) examination, and **practical**, where applicable. The weightage of Internal Assessment, End-Term examination, and practical shall be as per the scheme of examination.

4.1 The following weightage shall be given to different parameters forming the basis of award of **Internal Assessment**:

- (a) Class tests: 50%
- (b) Assignment/seminar/quiz/project file, etc.: 30%
- (c) Attendance: 20%, for a course of Internal Assessment of 30 marks, attendance shall carry: 6 marks for attendance 91% onwards; 5 marks for 81% to 90%; 4 marks for 75% to 80%; 3 marks* for 70% to 74%; and 2 marks* for attendance 65% to 69%.

* For students engaged in co-curricular activities duly approved by the concerned Director, or remained absent because of authenticated medical grounds.

4.2 Any student, who fails to secure minimum pass marks at the Internal Assessment of any course, shall not be eligible to appear at the End-Term examination of that course. He/she shall be given **one** opportunity in the next year to qualify in the Internal Assessment.

4.3 The Internal Assessment marks/grade of a student who fails at the End-Term examination shall be carried forward to the next examination.

4.4 The Director shall preserve the record (based on which the internal assessment marks/grade has been prepared) for inspection up to six months from the date of declaration of the concerned semester result.

5. The End-Term Examination as well as their Supplementary examinations for the Odd (I, III, V) and Even (II, IV, VI) semesters shall ordinarily be held during the month of November/December, and May/June respectively.

5.1 The dates of examination fixed under above Clause shall be notified by the Controller of Examinations.

- 5.2** The End-Term Examination shall be open to a regular student, provided:
- (a) He/she has remained on the rolls of the institute during one semester preceding the examination.
 - (b) He/she is not covered under the Clause 4.2.
 - (c) He/she has passed the previous semester(s) examinations as per Clause 7.
 - (d) He/she has submitted the Examination form to the Examination Branch through the Director, with the following certificates:
 - (i) Certificate of good character
 - (ii) Certificate of having attended not less than 75% of lectures delivered, practical, etc. in each course of the concerned semester, subject to Clause 6.
- 6.** A deficiency of up to 15% of total lectures delivered, practical, etc. may be condoned, on valid grounds, by the Director. Further, additional condonation up to 10% deficiency of total lectures delivered, practical, etc. in each course shall be given to a student who has participated in the cultural, sports, or any other assignments on production of valid certificate(s). A student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50% of total lectures delivered, practical, etc.
- 7.** A student who is otherwise eligible (as per Clause 5.2 and Clause 6), but does not appear at the End-Term examination of one or more theory courses, or, having appeared, but fails, shall not be required to attend a fresh course(s) of instructions. He/she shall be allowed, on the recommendation of the Director, to re-appear as an ex-student at the next two supplementary examinations. However,
- (a) A student who fails in viva-voce/practical/internship/research project etc. shall be given, as per recommendation of the Director, only **one** more chance. If he/she fails again, he/she shall not be eligible for the award of degree.
 - (b) A student, who fails to attend requisite percentage of lectures, practical etc. in a course, shall have to repeat that course to complete the attendance requirement.
- 7.1** A student who has passed Semester I or II or III or IV or V shall be eligible to join the next Semester, as the case may be.
- 7.2** A student, who has failed in one or more paper(s) of I and II semesters, or III and IV semesters, shall be promoted provisionally to the III, and V semesters, as the case may be, subject to the following:
- (a) To Semester III, provided he/she has passed at least 50% courses of first year (semesters I and II).
 - (b) To Semester V, provided he/she has passed at least 50% courses of second year (semesters III and IV).
- 7.3** A student who fails to complete the course within three years, shall be required to pass the same within six years to his/her admission to the Semester I of the course.
- 8.** For conversion from SGPA/CGPA to percentage of marks, the conversion factor 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: For non-credit courses, 'Satisfactory' or 'Unsatisfactory' shall be indicated.		

9. There shall be provisions for improvement in the marks of End-Term examination(s). Any student may apply for improvement within a period of 3 years after passing the degree course, subject to the rules and guidelines prescribed by university from time to time. There shall not be any opportunity for improvement of the marks obtained at Internal Assessment.
10. Notwithstanding, the Ordinance in force at the time a student joins the program, shall hold good only for the examination held during or at the end of the academic year. Nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

***ORDINANCE UNDER GRADUATE PROGRAMMES**

In FINE ARTS (BACHELOR OF FINE ARTS) Professional Course-SEMESTER SYSTEM UNDER LEARNING OUTCOME BASED CURRICULUM FRAMEWORK- CHOICE BASED CREDIT SYSTEM (LOCF-CBCS) AND MULTIPLE ENTRY-EXIT FORMAT

(w. e. f Session 2022-23)

This Ordinance is based on New Education Policy (NEP) 2020 and will be effective from the Academic Session 2022-2023.

- 1.1 The duration of the program for the award of Undergraduate/ Bachelor's Degree in subject Fine Arts (Research) shall be four academic years. Each year shall be divided into two semesters i.e. July to November/December and January to April/May.
- 1.2 The BFA Course will be only on Regular Mode.
- 1.3 There shall be actual teaching for 13 to 15 weeks in each Semester excluding admission, preparation and examination days.
- 1.4 The students will be allowed an exit option at Level 5 after passing one year of the program with requisite credits of internship and will be awarded a Certificate in Area (Fine Arts). The student will also be allowed an exit option at Level 6 after passing two academic years of the program with requisite credits of internship and will be awarded Diploma in Area (Fine Arts). Bachelor's Degree (Research) in a subject will be awarded at Level 8 after passing requisite examinations and completing four years of study.

2. Key Terms

- 2.1 **Academic Year and Semester:** Two consecutive (one odd and one even) semesters will constitute one academic year. A semester will consist of 13-15 weeks equivalent to 90 days of academic work.
- 2.2 **Credit:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit means one hour of theory or one hours of l/Studio/Practical will count one Hour of teaching. 1 Credit will carry 25 marks.
- 2.3 **Learning Outcome Based Curriculum Framework (LOCF):** The learning outcomes of the program are mapped against well-defined outcomes of its Courses.
- 2.4 **Choice-Based Credit System (CBCS):** The CBCS provides choices to students to select Interdisciplinary courses to fit their own requirements and learn at their own pace
- 2.5 **Program:** A program leads to the award of a degree, diploma or certificate.
- 2.6 **Course:** `Course' refers to the components of a programme. A course may be designed to comprise taught course/ lectures / tutorials/laboratory work/field work/outreach activities/project work/vocational training/seminars/ internship/ map work etc. or any combination of these.

All courses need not carry the same weightage. Courses can be;

* New Ordinance approved vide Executive Council Resolution No. 6 (14) dated 19.07.2024 w.e.f. the session 2022-23.

2.6.1. **Core Course:** A compulsorily course of a programme aimed to cover the basics of a particular discipline/subject.

2.6.2 **Elective Course:** A course which can be chosen from a pool of courses and may be very specific or specialized or advanced or supportive to the discipline/subject of study. It aims at providing an extended scope or exposure to some other discipline/subject/domain and nurtures the candidate's proficiency/skills.

2.6.3 **Discipline Specific Elective (DSE) Course:** Elective course offered for enhanced knowledge and skills in the major/minor specializations.

2.6.4 **Generic Elective (GE) Course:** An elective course from an unrelated discipline/subject for development of wider perspective.

A core course offered in a discipline/subject may be treated as Generic elective by other discipline/subject and vice versa and such electives be referred to as Generic Elective.

2.6.5 **Ability Enhancement Courses (AEC):** The Ability Enhancement (AE) Courses are of two kinds:

(i) Ability Enhancement Compulsory Courses (AECC): "AECC" courses are the courses based upon the content that leads to Knowledge enhancement. These are mandatory for all disciplines.

1. Environment Studies

2 English/Modern Indian Languages Communication

(ii) **Skill Enhancement Courses (SEC):** SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

2.6.6 **Seminar:** A course requiring students to participate in structured discussion/conversation or debate focused on assigned tasks/readings, current or historical events, or shared experiences guided or led by an expert or qualified personnel in a field of learning, work/vocation or professional practice.

2.6.7 **Internship:** A course requiring students to participate in professional employment- related activity or work experience normally under the supervision of an employee of the training organization. A key aspect of the internship is induction into actual formal and organized work situations. Internships involves working with local industry, businesses, artists, crafts persons, educational institutions etc.. For practical this will be guided learning by the faculty to mentor and monitor the progress.

2.6.8 **Hobby/Activity courses (30 hours in semester)**

(i). **Studio activities:** Studio activities involve engagement of students in creative or artistic activities involving visual- or aesthetic-focused experiential work.

(ii). **Workshop-based activities:** Courses involving workshop-based activities requiring engagement of students in hands-on activities related to work/vocation or professional practice.

(iii). **Community engagement and service:** Courses requiring students to participate in field-based learning/project generally under the supervision of a faculty to expose students to the socio-economic issues in society so that the theoretical learning's can be supplemented by actual life experiences to generate solutions to real-life problems.

2.6.9 Guided learning/Research Ability Enhancement Courses

(i). **Project work/Field project** is considered as a special course requiring students to participate in field-based learning/project, involving application of knowledge in solving / analyzing /exploring a real life situation / difficult problem. A Project/Field project work of 6 credits may be given in lieu of a discipline specific elective paper.

(ii). **Research and thesis- Review of literature, Synopsis writing, research on synopsis, synopsis seminar, pre-submission seminar and project report/Dissertation/thesis writing** guided by the faculty.

2.7 Key Terms related to evaluation

2.7.1 Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

2.7.2 Credit Point: It is the product of grade point and number of credits for a course.

2.7.3 Cumulative Grade Point Average (CGPA):

It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal place.

2.7.4 Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F

2.7.5 Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.7.6 Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

3. Programs Duration and Multiple Entry and Exit Options: All programs shall be offered as per UGC list of 'Specification of Degree' prevailing from time to time. The program duration and options for multiple entry exit will be as per template below.

Semester	Core course(CC) @6credits Subject-1	Core course (CC) @6credits Subject-2	Core course (CC@6 credits) 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 credits

IV Level-6	CC-1D	CC-2D	CC-3D	GE-2* @6Credits of level 5	SEC-4 - Community Development/ Personality Development/ MOOC**	X	2	22+6 *	
Internship @10 credits (450 hours) after 4th semester (compulsory for all)									
Semester	Core course(CC) @6credi ts Subject- 1	Core course (CC) @6cre dits Subjec t-2	Core course (CC@6 credits) Subject- 3	General Elective* course @6 credits	Skill Enhancement Course (SEC) @ 6credits	Discipline Specific Course (DSE)@ 6credits	Activit y/Hobb y/ clubs @2 credits (Audit)	Total credi ts	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 Intern ship +6 H+6*	Graduati on in Arts/ Science/ Commer ce @142
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*	credits/ Honors in subject @154 credits
Semester	Core Courses @ 6 Credits	Research ability enhancement courses(RAEC) and thesis			Research Progression Seminars			Credi ts	Exit
VII Level-8	CC-1H1 and CC 1H2 (of level 7 to be	Research Ethics @4 credits			Review of literature General Seminar @ 4 Credits			16	Graduati on in Subject (Honors &
		Research Methodology @4 credits			Synopsis writing and Seminar @ 4 credits				

VII Level-8	completed by Graduate students without Honours)	Dissertation/Thesis Preparation/ Writing @ 20 credits	Midterm seminar @ 2 Credits	24	Research) @ 194 credits
			Pre- submission Seminar @ 2 Credits		

* Generic Elective is optional

** MOOC course from Swayam or any other online platform

4.0 Admissions under Multiple Entry Exit

4.1 The Department shall declare total number of seats available program and course wise each year for fresh and lateral admissions.

4.2 The Department may plan the number of seats course wise according to the faculty and infrastructure available.

4.3 Pursuing more than one Undergraduate Academic Program simultaneously: A student can pursue one more academic program along with the regular degree program either in physical mode (provided the class timings do not overlap) or in Open and Distance Learning (OLD) mode.

4.4 Minimum Eligibility Conditions for Admission:

4.4.1 A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with at least 40 % marks in aggregate with English as one of the subjects, shall be eligible to join First Semester of the UG Program (Level 5).

4.5 New admissions to vacant seats at Levels 6, 7 and 8 will be provided if the candidates seeking admission have passed preceding level(s) under CBCS scheme. However this will be subject to fulfillment of other eligibility conditions.

4.6 Level 8 will be open to the students who have obtained minimum 7.5 CGPA at Level 7.

5. Subjects and courses of UG programs.

5.1 Being a Professional Course it is compulsory for Students to study all the offered subjects as per BFA Scheme of Course.

5.2 The internship will be governed by the prevailing rules of the university from time to time.

5.3 A student can opt for one additional Generic Elective course of level 5 and 6 from the third semester onwards provided seats are available, other conditions of eligibility of admissions in the course are met and time table allows.

5.4 A candidate can opt for online courses up to 40% as per university guidelines prevailing from time to time from Swayam and other online platforms. The credits for these courses will be added for the completion of program if transferred to university.

5.5 A student shall obtain minimum 40 % of credits in the concerned subject in degree program to be eligible for admission to level 9 of post graduate program in the concerned subject except for the PG programs where this condition is not required as per respective ordinances.

5.6 Only 50 Seats of General Elective will be offered by the dept. on the basis of Department Level Practical test, for the students who choose fine art as General elective subject.

5.7 Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or have been fail 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.

5.6. Medium of Instruction and Examination

5.6.1 For Fine Arts subjects

5.6.1.1 The medium of instruction shall be Hindi/English.

5.6.1.2 The question paper shall be set in both English and Hindi, except in the case of –

(a) English, in which the questions shall be set in English.

5.6.1.3 The candidates shall write their answers: (a) in English, in case of English; (b) in the language concerned, in the case of Modern Indian languages (c) English/ Hindi in the case of other subjects.

6. Assessment and Evaluation

6.1 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 program shall carry weightage of 50% each except for the courses where a different weightage is specified in the syllabus.

6.2 . 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 program. 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.

6.2.1 The Course will have the Method (Exam & Internal Assessment) for theory examination. The ratio of Exam and internal assessment evaluation will be in the range of 80:20 as decided in the Board of Studies, keeping in view norms of respective regulatory bodies of UGC.

Exam	80%
Internal Assessment	20%

6.2.2 The grade awarded to a student in each courses will be based on performance of the student in internal Assignments (attendance/ viva-voce/ lab work/ seminar/ workshop presentation/ group discussion/ quiz etc). The concern Subject teacher is authorized to choose any option of Assignment Activities. The following parameters of Attendance shall be adopted and inserted in the relevant

Scheme of examination:-

Marks for Attendance will be given as under, wherever applicable:

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

6.2.3 Internal assessment shall be based on clearly defined components of;

- a. Attendance (5%),
- b. Class Test exam of 1 hour duration (5 %)
- c. Assignments-presentations (10 %)

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

6.2.4 End term Examination i.e. rest 80% will be based on end term examination of 3 hours duration or as prescribed in syllabus.

6.2.5 The pass percent will be 40% marks in each course. The aggregate of Internal and External examinations will be used to compute percent.

- (i) 40% in each theory paper
- (ii) 40% in each practical examination or Project Report/Training Report or Viva-Voce examination;

6.3 The Chairman 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.

6.4 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.

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

7 Eligibility for Examination

7.1. End Term examination shall be open to a regular student who:

- (a) Has been on the rolls of the Department during the Semester.
- (b) Has passed the requisite qualifying examination as laid down in Clause 5 above, if s/he is a candidate for the First Semester Examination or has passed the preceding Semester Examinations if s/he is a candidate for the Second/Third/Fourth/Fifth Semester Examination respectively. This is, however, subject to Clauses 8& 9;
- (c) Has attended not less than 75% of the lectures in each paper, seminar, case discussion, Studio Work, etc. This requirement shall be fulfilled separately for each course of study. A deficiency in the prescribed course (Lectures/Practical's) may be condoned by the Chairman of the Dept. in a very hard and deserving cases up to 10%. Student having less than 50% attendance will not be allowed to appear in any examination of the present course. Student having short attendance may be allowed for any examination on the basis of medical certificate, as per university norms.
- (d) Has obtained pass marks in the Internal Assessment of the course(s) of the relevant Semester.

- (e) The End Term examinations for the odd semester's i. e. First, Third, Fifth and Seven semesters shall ordinarily be held in December and for the even semester's i. e. Second, Fourth, Sixth and Eight Semesters in May/June, on such dates as may be notified by the Controller of Examinations from time to time.
- (f) A deficiency in the prescribed course (lectures or practical's) may be condoned by the Chairperson of the Department as under :
 - (a) Lectures Up to 20% of lecturers delivered in each paper.
 - (b) Practical's Up to 30% total in each paper.

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

7.2 Supplementary examinations will be held for Re-appear candidates as under:

Semester	When held
(a) Odd Semester	Along with the First, Third, Fifth and Seventh Semester
(b) Even Semester	Along with the Second, Fourth, Sixth and Eight Semester
(c) Any Semester	Flexi exam on the request of the candidate on a special fee prescribed by the university from time to time

7.3 The last date(s) by which the examination forms shall be uploaded on the examination portal shall be as per the schedule notified by the Controller of Examinations from time to time.

8. Duration for passing the program

A candidate can complete the Bachelor's degree within three years from the date of admission, Bachelor's degree (with research) within four Years, Diploma in two years and Certificate in one year. The reappear chances will be allowed as per clause 9.2.

If a student is registered on ABC, the program can be completed within 7 years or as per the time period stipulated in the Academic Bank of Credit (ABC) for accumulation of credits from time to time.

However, a candidate will be allowed to attend regular classes and stay on the campus for the minimum duration of the program.

9. Conditions for promotion to Higher Semester and Rules for Reappear

9.1 A candidate will be allowed to join Third Semester Class only if he/she clears a minimum of 50% theory credits of the First and Second Semester examinations taken together. A candidate will be allowed to join Fifth Semester Class only if he/she clears a minimum of 50% theory credits of the First, Second, Third and Fourth Semester examinations taken together. However, such a candidate may pursue his/her studies for the next higher Semester(s) and appear in the examination(s) for the same along with the examination for the lower Semester(s).

9.2 A candidate who has completed the prescribed course(s) of a program in the institute/college for any Semester but does not appear in the examination, or, having appeared fails, may be allowed on the recommendation of the Chairman to appear/ re-appear in the Semester Examinations/course(s) as the

case may be, at the next regular examination for that Semester when such examination(s) are held, without attending the course(s) again as an ex-student only twice .

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

9.3 A candidate will be allowed to join Seventh Semester Class only if he/she clears all courses of preceding semesters with a CGPA of 7.5. However, this will be subject to the availability of Graduate research seats in the fourth year of the program. These seats will be computed based on regular PhD holder teachers in the subject. A teacher can guide a maximum of TEN undergraduate research students at a time.

9.4 A candidate, whose result is declared late for no fault of his, may be permitted provisionally to attend classes of the next higher Semester at his own risk and responsibility, subject to his passing the concerned Semester Examination. In such a case, the lectures will be counted from the date a candidate starts attending classes. In case a candidate fails to pass the concerned Semester Examination his/her attendance/Internal Assessment in the next higher Semester in which he/she was allowed to attend classes provisionally shall stand cancelled.

10. Internship

The candidate(s) for the undergraduate program shall be required to undergo 10 weeks of Internship (10 credits) after the Second semester examination (for the candidates opting to exit with certificate in area) /Fourth Semester (for all) examination as approved by the Chairman of the Dept. The 10 weeks internship will involve eight weeks of on the job immersion and two weeks of guided report preparation. A copy of this report shall be submitted (hard copy and soft copy in PDF) to the Dept. Within 30 days after the completion of training. The evaluation of the Internship shall be done jointly by a panel of two Examiners (External and Internal) on the basis of the report and Viva-Voce based on the Evaluation rubrics in Annexure 1. The report and viva voce shall carry equal weightage.

11. Research thesis

11.1 A student of fourth-year Bachelor will be required to work on the thesis. A student shall submit a request on a research area within one month of commencement of the seventh semester. The staff council of the college/department shall allot a teacher as a guide for assisting in the development of synopsis and further progression. . The synopsis of the research shall be approved by the Staff Council on the recommendation of the guide in the seventh semester. Only a full time regular/contractual teacher with Ph D can act as a guide.

11.2 Each college/institute shall develop a mechanism and schedule for different seminars of graduate research students. It is to be ensured that research competencies are cultured to enable students to pursue doctoral work after completion of the course.

11.3 The candidate shall be required to submit one copy of his/her thesis (hard copy and soft copy in PDF) to the college/institute by end of the June of the concerned year. The late submission can be allowed with late fees as decided by the university from time to time. The research thesis shall be evaluated by an external examiner on the basis of the thesis and open viva-voce based on the Evaluation rubrics in Annexure 1. The report and viva voce shall carry equal weightage.

11.4 A successful candidate may publish original results of the Training/Survey/Project Reports/Thesis as a paper, in a Journal of repute if permitted by the Research Guide of the student.

12. Examinations and Result

12.1 The question papers shall be set and the answer books shall be examined by the External/Internal paper-setter (s) as the case may be.

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

12.3 The Controller of Examinations shall publish a list of candidates who have passed the Semester Examination at an early date.

12.4 Unless otherwise provided in the Ordinance for relevant examination, the minimum Semester Grade Point Average (SGPA) and CGPA (Cumulative Grade Point Average) required for the continuation of registration and the award of the degree is 4.00.

12.5 The Examination Branch will prepare and declare the grade/ result and will notify.

12.6 If a candidate is not able to pass any semester examination during his regular studies in program, his pass credits will be accumulated on the academic Bank of credits (ABC) and he can pass the deficient courses any time within 7 years or as stipulated in the academic bank of credits from time to time.

12.7 A candidate, who discontinues his/her studies at any point of time may be permitted to join the remaining studies and complete balance credits as per Clause 4.

12.8 Award of Grades

Award of grades and the corresponding grade points will 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 have failed in the examination/course(s). Such a candidate will be required to re-appear in that examination/course(s) within the permissible chances given in the concerned Ordinance for obtaining a pass grade.
 - (2) A candidate who has not obtained pass marks in Internal Assessment, will also be awarded Grade 'F'. Such a candidate will have to appear again in Mid

Term Examination/Assignments-presentations and obtain pass marks in Internal Assessment.

- (3) If 'F'/'Ab' Grade is awarded to a candidate in a major project, he/she will get only one more chance to repeat the project work at the end of the next Semester. However, if a candidate still gets 'F'/'Ab' Grade in a major project, the same will not be eligible for the award of a degree.
- (4) The merit list will be prepared and Gold Medal will be awarded in the examinations under CBCS to the candidates securing highest CGPA provided the candidate must have passed all the Semester Examinations at the first attempt and within minimum duration of the course. In case two candidates obtain the same CGPA then both the candidates will be awarded Gold Medal.

13. Improvement

A candidate who has passed the Bachelor program is allowed to improve their result by appearing in the scheduled semester examination(s) according to the rules and syllabus prevailing at that time as an ex-student at the fees prescribed by the university from time to time. A candidate is allowed to make repeat attempts within 7 years of passing the program or as per the time period stipulated in the Academic Bank of Credit (ABC) scheme for accumulation of credits from time to time if registered with.

14. Award of Grace Marks

Grace marks will be awarded according to university rules prevailing time to time.

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

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
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
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 understandin g and application	Average understanding and application	Good understanding and application	Very good understanding and application
Dissertation (Format, content, Methodology, analysis, Visuals, Citation)	Below Average understandin g and application of research	Average understanding and application of research	Good understanding and application of research	Very good understanding and application of research

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***ORDINANCE—DIPLOMA IN JAPANESE LANGUAGE (Semester System) under Credit Based System (CBS) (w.e.f. the session 2022-23)**

1. The duration of programme leading to award of Diploma in Japanese Language shall be one year consisting of two semesters.
2. The examination shall be held twice in an academic session ordinarily in the month of December and May next year in the online/physical mode as decided by the staff council of the concerned Department/availability of teaching faculty/instructions imparted by the Controller of the Examinations from time to time. The dates fixed under this clause shall be notified by the Controller of Examinations.
3. A person who has passed one of the following examinations, mentioned below, shall be eligible to join the Diploma in Japanese Language Examination:
 1. “Certificate Course in Japanese Language from a University/College recognized by UGC/AIU

OR

 - L-5 (Level 5) of JLPT (Japanese Language Proficiency Test after Senior Secondary (10+2) examination equivalent thereof or Higher qualification from CBSE/ICSE or a State Board or an equivalent international qualification.
 2. Senior Secondary (10+2) examination or equivalent examination from CBSE/ICSE/State Board/equivalent thereof or Higher qualifications OR Higher qualification from a University/College recognized by the concerned Statutory bodies.
4. A candidate who possesses the qualifications laid down in Clause 3 above, has been on the rolls of the Department/recognized College for the course during the academic year preceding the examination, and produces the following certificates signed by the Chairperson of the Department/Principal of College concerned, shall be eligible to appear in the examination:
 - (a) of good character;
 - (b) of having attended not less than 75% of the full course of lectures (the course to be counted up to the day before the commencement of the examination).
5. (i) A deficiency in the prescribed lectures may be condoned by the chairperson of the Department up to 15% in each paper on valid grounds.
(ii) These shall also include loss of attendance due to participation in the cultural and sports assignments etc. Provided that a student who participates in the Inter-University Tournaments/Youth festivals may be allowed additional condonation on this ground upto 10% in each paper on a certificate from the Director, Physical Education & Sports or the Director, Youth and Cultural Affairs Department, as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if his/her attendance, after condonation on all counts, falls below 50%.
6. A student who has completed the prescribed course, but does not appear in the examination, or, having appeared in the examination, has failed, may be allowed to appear in the examination as an ex-student for three consecutive years without attending a fresh course of instruction, on payment of examination fee as per Clause 7 below for each attempt.

* New Ordinance approved vide Executive Council Resolution No. 6 (15) dated 19.07.2024 w.e.f. session the 2022-23

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

8. The 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 otherwise approved 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.

9. The medium of instruction and examination shall be English and Japanese.

10. The minimum percentage/grade of marks to pass the examination in each semester shall be Grade P in each theory paper.

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

12. 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.

13. The grade and the corresponding grade point will be awarded to a candidate on the basis of absolute marks taken by him in all the papers/practicals 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 obtaining Grade F or Ab will be considered to have failed in the examination/papers (s). Such a student will be required to re-appear in that examination/paper(s) within the permissible chances as per clause 6 for obtaining pass grade.
- (2) A student who has not completed required percentage of lectures in a paper will also be awarded Grade 'F'. Such a student will have to repeat that paper(s) to complete the attendance requirement

♦ORDINANCE ----- FOR PH.D EXAMINATION.

1. Short Title, Application and Commencement

- 1.1 These Regulations shall be called Minimum Standards and Procedure for Award of Ph.D.Degrees Regulations, 2023 of Kurukshetra University.
- 1.2 These Regulations shall apply to Kurukshetra University (Established by the State Legislative Act XII of 1956) and its affiliated Colleges/ Institutes/ Departments/ School/ Centres.
- 1.3 These Regulations shall come into force from the date of notification by the KurukshetraUniversity, Kurukshetra.
- 1.4 The Degree of Doctor of Philosophy (Ph.D.) may be awarded in any Faculty of the Kurukshetra University subject to general guidance of the Academic Council and general control of the Faculty concerned.
- 1.5 The student registered in a Ph.D. Programme shall be called as Research Scholar. There shall be two categories of research scholars; Full time and Part time.

Full time scholars will remain present in the university or earmarked institutions for conducting their research work minimum for a period as mandated under stay conditions as per clause 2.8.

The scholars getting fellowships will have to remain on campus or at earmarked institutions throughout their research work during their fellowship period subject to the fulfillment of condition of stay period.

Part time scholars will be full time working professionals with minimum two years of experience in teaching, research, industry, government departments/offices, teachers and staff of Kurukshetra University.

2. Eligibility Conditions and Important Rules

- 2.1 A 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme or a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a pointscale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.
- 2.1.1 A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/DSC/BC (Block A&B) (non-creamy layer)/ Differently-Abled/ Economically Weaker Section (EWS) of Haryana.

♦ Approved vide Executive Council Resolution No. 6 (16) dated 19.07.2024 w.e.f. 2023-24.

- 2.1.2 Provided that a candidate seeking admission after a 4-year/8-semester Bachelor's degree programme Honours with Research programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/DSC/BC (Block A&B) (non-creamy layer)/ Differently-Abled/ Economically Weaker Section (EWS) of Haryana.

Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/DSC/BC (Block A&B) (non-creamy layer)/ Differently-Abled/ Economically Weaker Section (EWS) of Haryana.

- 2.2 Provided further that a candidate seeking admission on a topic in Classical Indian Philosophy involving some particular Philosophical text in Sanskrit, shall also be required to have passed a Diploma course in Sanskrit if the candidate did not have Sanskrit at B.A. or M.A. Level.
- 2.3 For calculating percentage of marks for Master's Degree in the case of Education and Library & Information Science, percentage marks obtained in B.Ed. + M.Ed. (when each is a one year course) and B.Lib.Sc. + M.Lib.Sc. (when each is a one year course) shall be halved.

In addition to above, two years' experience, as a full time employee, is required for admission to Part Time Ph.D. programme.

- 2.4 An applicant who is in employment will submit Application Form through his/her employer. If applicant joins service after submission of Application Form, shall also submit No Objection Certificate (NOC) from his/her employer before his/her enrolment. In case, Research Scholar joins service after the enrolment in Ph.D. course, he/she will have to submit an application to the concerned Chairperson/Director of the Department/Institute to seek permission from the competent authority of the University, subject to fulfillment of stay condition required under clause 2.8 as the case may be for full time/part time scholars.
- 2.5 The regular or contractual/hired employees (both teaching & administrative staff) who are working in different Institutions/Departments/maintained Colleges on the campus of University as well as in affiliated Colleges of Kurukshetra University and intend to do Ph.D. Course, would be governed by the established rules and regulations, instructions of employment of the Kurukshetra University in addition to fulfillment of the provisions under Clause 2.4.
- 2.6 It will be the responsibility of the candidate to ensure his/her eligibility and

fulfillment of such other condition(s) as may be prescribed for admission in the rules and regulations of the University. The admission to Ph.D. programme will be done in order of merit and subject to availability of seat(s) and expert(s) for guidance/supervision in the area of research. Before submission of Application Form, the candidate is required to ascertain these facts from the concerned Department/Institute. Merely qualifying the entrance test or having qualified under exempted category will not *ipso-facto* entitle a candidate to get himself/herself enrolled for Ph.D. course in the concerned Department/Institute.

- 2.7 The candidate(s) pursuing M.Phil. Course, if otherwise eligible, may submit his/her application form for admission to Ph.D. course. The admission of candidate shall be considered provisionally if his/her M.Phil. Dissertation has been got evaluated and viva- voce is pending. His/her case for Ph.D. registration will be recommended to the PGBO of the concerned Department/Institute after viva-voce examination and successful completion of M.Phil. Course.
- 2.8 After approval of the research topic by the concerned Board of Studies, the full time Research Scholar shall have to stay for a minimum period of **Two years (including field work)** in the concerned Department/Institute at Kurukshetra University or at Institute/college recognized by the University (See Appendix) to pursue his/her research work. One year shall be considered as minimum 180 days. However, in exceptional genuine cases, DRAC may recommend the relaxation in minimum stay condition on the request of the candidate, duly recommended by the supervisor, to the PGBO for its approval. Provided further that such relaxation can't exceed 90 days in total.
- 2.8.1 All research scholars, who are getting any kind of fellowship/scholarship/stipend or financial aids for doing Ph.D., shall have to mark their attendance regularly in the department/college/institute subject to leave rules of funding agencies/University.
- 2.8.2 The Research Supervisor of the Research Scholar shall maintain the attendance record of stay period of the full time/part time Research Scholar in respective Department/Institute. For part time scholars, Supervisor will submit that requisite contact hours (i.e. 90 hours per semester) at Kurukshetra University campus are fulfilled.
- 2.8.3 Fulfillment of stay condition shall be certified by the Research Supervisor of the Research Scholar on the basis of attendance record maintained by the Research Supervisor in the Form for Appointment of Examiners for Verification of Particulars as required under Clause 15.5.

3. Procedure of Admission

- 3.1 Kurukshetra University shall notify predetermined total seats (as per Clause 8.1) to be filled up by each Department/Institute on annual basis primarily for exempted category candidates-viz., UGC-JRF or Joint CSIR-UGC JRF (with validity period) / UGC-NET or Joint CSIR-UGC NET / Teacher Fellowship holder/ DST Inspire fellow / GATE / GPAT (with validity period) candidates in the main subject and the

seats for part time Ph.D. candidates. The vacant seats, if any, out of exempted category candidates shall be filled through Entrance Test.

The admission through exempted category shall be applicable for the candidates of the main Subject Only.

- 3.1.1 The Staff Council of the Department/Institute will recommend the predetermined seats (Subject/Specialization and category wise) for Ph.D. Admission subject to availability of experts for guidance, supervision in the area of research. Haryana State Reservation policy, published by the University in the HBI of the University and instructions from time to time, will apply for deciding category wise seats.

At any point of time, a teacher who is eligible to supervise Ph.D. candidate, should have minimum 50% of the sanctioned intake for that teacher. In the subsequent years, 50% of vacant seats should be declared vacant for admission to Ph.D. course by the teacher.

Provided further that the above condition for minimum number of vacant seats shall not be applicable for a teacher whose retirement is due in 2 years.

- 3.2 The admission to Ph. D. programme will be given in the following ways:

- a) Admission under Exempted Category
- b) Admission through Entrance Test
- c) Admission for Part Time Ph.D. programme

- 3.2.1 The admission in Ph.D. Course under exempted category shall be made in order of merit and preference subject to availability of seat(s) and expert(s) for guidance/supervision in the area of research as per Clause 5 of the Ph.D. Ordinance.

- 3.3 The vacant seats, if any, out of exempted category candidates shall be filled through Entrance Test. All eligible applicants can take admissions through Entrance Test.
There will be single entrance test for Main and Allied Subjects.

- 3.3.1 The admission under Entrance Test category shall be made in order of merit and preference, subject to availability of seats and experts for guidance /supervision in the area of Research (as per Clause 6.11 of the Ph.D. Ordinance)

- 3.3.2 A candidate may apply for admission to Ph.D. Course (through Entrance Test) in the main subject (in which he/she has passed his/her Master's Degree) as well as allied subjects, if any. A list of concerned allied subjects duly recommended by the Departmental Research Advisory Committee, Deans' Committee and approved by the Vice-Chancellor shall be placed at the University website.

- 3.3.3 Part time candidates will apply against seats available for part time Ph.D. and admission will be given in order of merit as per criteria specified in Clause

6.12 subject to fulfillment of eligibility conditions.

- 3.4 The candidate shall apply online for admission on the University website or in a manner prescribed by the University from time to time.
- 3.5 The Application Forms along with required Fee shall be submitted online by the last date as notified by the University. After last date, **if permitted** the Application Form can be submitted along with a late fee as prescribed and notified by the University.
- 3.6 For the Application Form for admission to Ph.D. Programme where result of qualifying exam has been declared late, the candidate may submit a copy of Detailed Marks Card (DMC) of main/allied subject with grand total or copy of any other required document as per schedule notified, failing which his/her Application Form for admission to Ph.D. course will not be considered.

4. Duration

- 4.1 Ph.D. course shall be for a minimum duration of 3 (Three) years for scholars including coursework and a maximum of 6 (Six) years from the date of admission to the Ph.D. programme.
- 4.2 Every Research Scholar shall submit his/her Thesis within a period of 6 (Six) years from the date of his/her enrolment for Ph.D. Course, but not before 3 (Three) years including coursework. If a Research Scholar fails to submit his/her Thesis within a period of 6 (Six) years, his/her registration will stand automatically cancelled (subject to Clauses 4.3, 4.4 & 4.5).
- 4.3 The period of 6 (Six) years for submission of Ph.D. Thesis by a Research Scholar may be extended, in exceptional cases, for a maximum of 2 (two) years on yearly basis by the Vice-Chancellor on the recommendations of the Standing Committee which will consider the recommendations of the Research Supervisor(s) and the Departmental Research Advisory Committee (DRAC), with an extra fee as prescribed and notified by the University time to time. Thereafter, no extension of period for submission of Ph.D. Thesis in any case shall be allowed. The total period of completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in Ph.D. programme. However after completion of extension period conditions of re-registration mentioned in clause 9.4 shall be applied.
- 4.4 The woman or persons with disabilities (more than 40% disability) Research Scholars may be allowed an additional relaxation of 2 (Two) years by the Vice-Chancellor on the recommendations of the Standing Committee which will consider the recommendations of the Research Supervisor and Departmental Research Advisory Committee. The total period of completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission in Ph.D. programme. However after completion of extension period conditions of re-registration mentioned in clause 9.4 shall be applied.
- 4.5 The woman Research Scholar may be allowed Maternity Leave/Child Care Leave for upto 240 days in the entire duration of Ph.D. Course which shall not be counted in the

stipulated period of 6 (Six) years for submission of Ph.D. thesis, subject to production of maternity certificate from a registered Nursing Home/Govt. Hospital and the Child Care Leave may be allowed to the woman Research Scholar for her child upto the age of 10 years on valid grounds with documentary proof.

1. Maternity leaves/ Child Care Leave may be combined with leave of any kind admissible to Research Scholar. Maternity and Child Care leave will not lead to exemption of coursework including attendance and mandatory stay period.
 2. Maternity leave also be granted to Research Scholar in case of miscarriage, including abortion, subject to the condition that the leave, applied for, does not exceed 6 weeks and the application is supported by a medical certificate.
 3. Research Scholar shall apply for Child Care leave in advance through Chairperson forwarded by the Guide for approval of competent authority.
- 4.6 In case of relocation of woman Research Scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate or *vice-versa*, provided all the other conditions in these regulations are followed in a letter and spirit and the research work does not pertain to the project secured by the parent institution/research supervisor from any funding Agency. The Research Scholar will, however, give due credit to the Research Supervisor and the parent institution for the part of research work already done. Such research scholar will also be eligible for University Scholarship. The submission of Thesis by the Research Scholar shall be as per provisions of Ph.D. Ordinance of K.U.K.

5. Admission of Exempted Category Candidates

- 5.1 A candidate who qualifies either of the following is considered for admission under exempted category:

- a) UGC-JRF or Joint CSIR-UGC JRF in the main subject (with validity period)
- b) UGC-NET or Joint CSIR-UGC NET/Teacher Fellowship holder/ DST Inspire fellow (with validity period) in the main Subject
- c) GATE (with validity period)/ GPAT (with validity period) in the main subject.

The admission through exempted category shall be applicable in the main Subject Only

5.2 Criteria for Preparation of Merit List for Admission:

- 5.2.1 Merit list shall be prepared on the following basis:

- (i) Master's Degree % of Marks : 100%
- (ii) Weightage for Qualifying Examination from K.U.K (over and above): 05 Marks

However, preference for admission will be given in the following order:

- (i) Candidates with UGC-JRF or Joint CSIR-UGC JRF in the main

subject (with validity period)

(ii) Candidates with UGC-NET or Joint CSIR-UGC NET/Teacher Fellowship Holder/ DST Inspire Fellow (with validity period) in the main subject

(iii) Candidates with GATE (with validity period)/ GPAT (with validity period) in the main subject.

Note: If a candidate qualifies UGC-JRF/NET or Joint CSIR-UGC JRF/NET in a reserved category, then that candidate can be considered against unreserved category seat if his/her score of JRF/NET is greater than or equal to the cut-off score of JRF/NET of unreserved category for that year for that examination.

5.3 All fellowship holders under UGC-JRF or Joint CSIR-UGC JRF (with validity period) / UGC-NET or Joint CSIR-UGC NET/Teacher fellowship holder/ DST Inspire fellow (with validity period)/GATE (with validity period) are required to give an Undertaking at the time of enrollment to Ph.D. Course that he/she will join for Fellowship after enrollment, failing which his/her admission will be cancelled by the concerned Chairperson/Director of Department/ Institute. However, this shall not apply to GATE and GPAT candidates who are not getting fellowships for Ph.D.

6. Admission through Entrance Test

6.1 Kurukshetra University shall hold programme-wise single Entrance Test in main subject only (for main and allied subjects) as per schedule notified every year subject to availability of seats.

6.2 The Controller of Examinations will conduct the Ph.D. Entrance Test. Examination centres will be created in the University by the Controller of Examinations. Examination of Entrance Test will be held as per schedule notified by the University.

6.3 The Entrance Test Paper will consist of Objective type questions as per following scheme:

Marks:	200
Number of MCQ Questions:	100
Total Duration:	2 (Two) hours without any break.

Syllabus: The syllabus of the Entrance Test shall consist of up to 50% of Research methodology and remaining shall be subject specific. Syllabus of the Entrance Test will be available on the university website. There shall be no negative marking.

6.4 The Departmental Research Advisory Committee shall recommend and supply to the Controller of Examinations, a panel of 10 external experts along with a copy of the syllabi of the concerned subjects. Two question papers will be got prepared by the

Controller of Examinations from the Expert(s) as approved by the Vice-Chancellor.

- 6.5 Setting of question paper of the of Ph.D. Entrance Test will be based on the syllabi as approved by the Departmental Research Advisory Committee of the concerned department/Institute and syllabus shall be placed on the website of University.
- 6.6 The candidate will be required to secure 50% marks in Entrance Test for being eligible for admission to Ph. D. programme. Provided that a relaxation of 5% marks (from 50% to 45%) shall be allowed for the candidates belonging to SC/DSC/BC (Block A&B) (non-creamy layers)/Differently-abled/ Economically Weaker Section (EWS) of Haryana in the entrance test conducted by the University. Provided further, that, if in spite of the above relaxation, the seats allotted for SC/ST/BC (Block A&B) (non-creamy layers)/Differently-abled/ Economically Weaker Section (EWS) and other categories of Haryana remain unfilled, the University shall launch a Special Admission Drive, for that particular category within one month from the date of closure of admissions of General Category.
- 6.7 Evaluation of Entrance Test will be got done by a committee consisting of the concerned Chairperson/Director of the Department/Institute, Controller of Examinations or his nominee and one member to be nominated by the Vice-Chancellor.
- In case, if any question is cancelled at the stage of Evaluation, then grace marks will be given to all the candidates.
- 6.8 Result of Entrance Test shall be notified by the Controller of Examinations on the Website of Kurukshetra University.
- 6.9 The examination fee for Entrance Test will be as determined and notified by the University from time-to-time.
- 6.10 There will be no provision for re-evaluation of answer books for the paper of Ph.D.Entrance Test.
- 6.11 **Criteria for preparation of merit list for Admission in respect of Entrance TestCategory:**

Merit points out of 125 (Academic (100) + Weightage (25) to prepare merit list are to be computed as under:

Academic: Maximum Marks: 100

Marks in Academic are to be computed as under:

(a) Percentage marks in qualifying examination X 50/100

(b) Percentage marks in qualifying Entrance Test X 50/100

Weightage (a to c): Maximum Marks: 25

Additional Weightage marks are to be computed as under:

(a) **Additional Weightage I**

Whichever is higher out of i, ii, iii, and iv given below:

- (i) JRF in main subject/allied subject/DST Inspire Fellow (with valid Fellowship offer)/ Teacher Fellowship Holder (with validity period): 20 Marks

OR

- (ii) NET/SLET /M.Phil. Degree holder/ in Main Subject /GATE (with validity period)/ GPAT (with validity period): 15 Marks

OR

- (iii) NET/SLET/M.Phil. Degree in allied subject: 10 Marks

OR

- (iv) JRF/SRF/RF/RA in project in KUK

(iv) If candidate is in project for less than or equal to one year: 5 Marks

(v) If candidate is in project for more than one year: 10 Marks

(Such student shall continue to work in research projects and the area of their Ph.D. work shall be similar to the projects work)

(b) Additional Weightage II

Regular/Approved Teacher of Kurukshetra University or its affiliated Govt./ Govt. Added College/ Self-Financing affiliated Colleges: 5 Marks (1 mark per year for consecutive teaching experience up to maximum of 5 marks shall be given)

OR

Regular Scientist of National Research Laboratory (approved by Govt. Of India/State Govt.): 5 Marks

(c) Additional Weightage III

Qualifying Examination from K.U.K.: 5 Marks

6.12 Criteria for Preparation of Merit List for Part Time Candidates

Written Test: 70 Marks

A subjective and/or objective written test based on prescribed syllabus will be conducted and evaluated by the DRAC of the concerned Department/Institute.

The candidate will be required to secure 50% marks in Entrance Test for being eligible for admission to Ph. D. programme. Provided that a relaxation of 5% marks (from 50% to 45%) shall be allowed for the candidates belonging to SC/DSC/BC (Block A & B) (non-creamy layers)/Differently-abled/ Economically Weaker Section (EWS) of Haryana in the entrance test conducted by the University.

Experience: 30 Marks

1 mark each for valid experience of 6 months. The level and duration of experience will be decided by the DRAC.

- 6.13 (i) When the CGPA is given in the qualifying examination of a candidate, then the candidate will have to provide the document(s) from the concerned university supporting the conversion formula to compute percentage marks from CGPA. In the absence of conversion formula the CGPA shall be multiplied by 9 to obtain the equivalent percentage by default. In cases when both CGPA as well as obtained marks are provided, then CGPA shall be considered to compute the percentage marks.

(ii) In case of a tie, conflict shall be resolved on the basis of age of the candidate. Senior in age shall be given the preference.

7. Departmental Research Advisory Committee (DRAC) and its Functions

- 7.1 The Departmental Research Advisory Committee shall consist of:

The Chairperson/Director and all the Professors including SFS of the Department/Institute

OR

The Chairperson/Director and three senior most teachers having Ph.D. degree including SFS, in case the number of Professors in the Department/Institute is less than three. If the required number of teacher(s) is not available in the Department/Institute, the Chairperson/Director of the Department/Institute may recommend the name(s) of eligible teacher(s) from the allied/related subject(s) from within the University Teaching Department(s)/Institute(s) as member(s) of Departmental Research Advisory Committee for approval of the Vice-Chancellor.

- 7.2 The Admission Committee of the concerned Departments/Institutes shall scrutinize the application forms, documents, eligibility, prepare merit list and admission list etc. In accordance with the provisions of the Ph.D. Ordinance for notification by the Chairperson/ Directors of the UTDs/Institutes in consideration with the members of DRAC.
- 7.3 DRAC shall recommend a list of allied subjects for Ph.D. admissions through Entrance Test.
- 7.4 DRAC will frame the syllabi for Entrance Test. The Syllabi shall be based on compulsory (main) subject as for Master Degree of Kurukshetra University.
- 7.5 The DRAC will scrutinize the applications of the enrolled students through counselling to allot the eligible research supervisor(s) on merit and based on the research interests of the student for Coursework mentioned in the application form or at the time of counseling of the applicant as per Clause 10.1 of this ordinance. The DRAC shall consider the following aspects, viz. whether:
- 7.5.1 The candidate possesses the competence for the proposed research;
- 7.5.2 The research work can be suitably undertaken at the Department/Institute/earmarked institutes; (see appendix)

- 7.5.3 The proposed area of research can contribute to new/additional knowledge.
- 7.6 The DRAC will periodically review and assist in the progress of the research work of the Research Scholar.
- 7.7 It will review the research proposal and finalize the topic of research.
- 7.8 It will guide the Research Scholar to develop the study design and methodology of research, and identify the course(s) that he/she may have to do.
- 7.9 The DRAC shall invite Research Supervisor of the Research Scholars to its meetings where the matter of his/her Research Scholar is involved.

8. Process of Admissions

- 8.1 The reservation shall be applicable for admission in Ph.D. course as per State reservation policy published in the University HBI and the instructions issued from time to time by the Govt. of Haryana while preparing the merit list. Each Department/Institute of Kurukshetra University will maintain the roster of reservation of seats category-wise in fraction in Roster Register.
- 8.2 Process of admissions in Ph.D. course shall be completed as per schedule notified by the University. No admission shall be allowed after the last date notified for admission in Ph.D. course. However, the Vice-Chancellor may allow admission in Ph.D. course in exceptional case on the recommendations of Standing Committee constituted by the Vice-Chancellor.

9. Enrolment/Registration/Re-Registration

- 9.1 The candidate who falls in merit list for admission to Ph.D. course in the concerned Department/Institute shall be permitted to deposit his/her enrolment fee as prescribed by the University.
- 9.2 The candidate shall be considered enrolled provisionally for Ph.D. course from the date of deposit of the enrolment fee. The date of provisional enrolment will be considered as the date of provisional Registration of a Research Scholar in the concerned Department/Institute. However, provisional enrolment/registration to Ph.D. course of a Research Scholar may be cancelled at any stage, if he/she is found ineligible for admission to Ph.D. course.
- 9.3 The provisional registration of the Research Scholar shall be finally approved by the respective Board of Studies of the Department/Institute on fulfillment of the conditions laid down in the Ph.D. Ordinance.
- 9.4 **Re-registration**
1. In case of cancelled registration, re-registration may be allowed subject to the availability of Research Supervisor in the concerned Department/Institute.
 2. Re-registration can be requested by submitting an application to the Department for consideration of DRAC.

3. The re-registered candidate will submit thesis under prevailing rules of the Ph.D. in the University.
4. DRAC will examine appropriateness of existing topic for research work and may recommend change in case of outdated/not relevant research proposal.
5. Re-registered student shall pay a fee as prescribed by the University from time to time as re-registration fee and others/ annual fees as per prevailing university rules.
6. After re-registration rules of submission of thesis will be as for fresh registration. However, re-registered candidates can submit thesis after one year if no major change in topic is made.
7. DRAC will complete all the formalities of re-registration and allotment of guide etc.

10. Allocation of Seats, Research Supervisors Area and Title of Research

- 10.1 The allocation of seats with the Research Supervisors will be as per number of notified seats available with them in view of the available laboratory/infrastructure, specialization among the eligible research supervisors, and the research interest of the Research Scholar as indicated during counseling before the DRAC. The Supervisor shall be provisionally allotted within a month from the date of enrolment of Research Scholar. DRAC shall recommend/forward the application(s) and the **area/topic** of research to the Board of Studies **within a month after passing the course work**.

Applications of candidates regarding proposed area of research after qualifying the Ph.D. coursework and of those exempted from Ph.D. coursework will be placed before the Departmental Research Advisory Committee for examining through seminar and counselling to test the applicants to probe their knowledge in area to determine their suitability and satisfy itself that the proposed area can be pursued for research by the applicant in the Institute/Department. The applicant(s) will submit a proposed research plan for Ph.D. Course at the time of Pre-Registration Seminar. The final title of Thesis is to be allotted as per clause 15.4. The presence of the Dean of Faculty concerned or Dean, Research and Development or Dean, Academic Affairs or their nominee shall be necessary when a pre-registration seminar is conducted.

- 10.2 The Post-Graduate Board of Studies shall decide the case of registration as it deems fit and shall approve the topic of research and the name of the Research Supervisor(s) recommended by the Departmental Research Advisory Committee either from the Department/Institute of the University or from a recognized College of Kurukshetra University. If DRAC considers appropriate to appoint a Research Co-Supervisor in the research/ academic interest of the Research Scholar, the reason for recommendation of Research Co-Supervisor will be recorded in the proceedings.

- 10.3 The concerned Department/Institute shall maintain the list of all the Ph.D. registered Research Scholars on the Website of Kurukshetra University on year basis. The list shall include the name of the registered Research Scholars, topic of his/her research, name of research supervisor/co-research supervisor, date of enrolment/registration.
- 10.4 The Research Scholar shall submit her/his synopsis in the language in which he/she will submit his/her Thesis. PG Board of Studies shall approve the topic of Research in English language and Hindi Language or the language in which Thesis is to be submitted.
- 10.5 The Research Scholar exempted from coursework shall submit synopsis to deliver pre- registration seminar within 3 months after his/her enrolment in the Ph.D. course, failing which his/her enrolment to Ph.D. course shall be cancelled.
- 10.6 The Research Scholar undergoing coursework shall submit synopsis to deliver pre-registration seminar within 3 months on qualifying his/her course work, failing which his/her enrolment to Ph.D. course shall be cancelled.
- 10.7 The Post-Graduate Board of Studies may allow a topic of Research Scholar to be modified up to two years from the date of its approval.
- 10.8 A Research Scholar shall not join or continue any other course of study or appear at any examination after his/her enrolment to Ph.D. course till submission of the Ph.D. Thesis. However, the Vice-Chancellor on the recommendation of DRAC and Supervisor may allow a Research Scholar to appear in an examination or to attend a course in the University/online which is conducive to his or her research and is of minor nature, including improvement of any previous result.
- 10.9 All Ph.D. scholars, irrespective of discipline, shall be required to be trained in teaching /education /pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.

11. Scheme of Ph.D. Coursework

- 11.1 The Ph.D. coursework is compulsory for all the Research Scholars (except M.Phil. students exempted as given in Clause 11.12). They shall be required to undertake specified Ph.D. coursework which will be for a minimum period of one semester and will commence as per schedule notified by the University. The Credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a “Research and Publication Ethics” course as notified by UGC vide D.O. No. F.1-1/2018(Journal/CARE) in 2019 and a research methodology course. The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.
- 11.2 The Ph.D. coursework is a one semester course. 75% attendance for the Ph.D. coursework will be compulsory during the whole semester. No exemption in

minimum required 75% attendance will be admissible in the Ph.D. coursework. However the coursework can be offered in blended mode by the concerned department with upto 40% in online mode as decided by the staff council in view of nature of subject. However coursework exams will be in offline mode.

- 11.3 If a Research Scholar fails to attend his/ her classes continuously for seven days from the date of commencement of the Ph.D. coursework classes, his/her admission shall be cancelled. His/her admission will be revived only once on the recommendations of the Departmental Research Advisory Committee only in the following week of his/her absence on the request of the student to the concerned Chairperson/Director, giving valid reason of absence with documentary proof along with a fine as prescribed by the university.
- 11.4 If found necessary, Ph.D. coursework may be carried out by a Research Scholar in a sister Department/Institute of the Faculty or a National Laboratory/ Organization on the recommendations of the Departmental Research Advisory Committee and approval of the Vice-Chancellor provided that Syllabus and Scheme of Course Work are similar or equivalent to the course work of parent Department/ Institute. Due credit will be given to the Research Scholar concerned. The concerned Research Scholar shall submit the documents relating to qualify the said Coursework.
- 11.5 On fulfillment of the condition of attendance, the Research Scholar will qualify for the Ph.D. coursework examination. The Scheme of Ph.D. Coursework Examination shall be as per clause 11.6.
- 11.5.1 Syllabus and other details for the Ph.D. coursework test shall be framed by the Departmental Research Advisory Committee.
- 11.5.2 Examination and evaluation of the Ph.D. coursework will be conducted by the concerned Department/Institute.
- 11.6 There will be *three* papers having 4 credits (100 Marks) each as under:

Paper-I Research Methodology	:	4 credits (100 Marks)
Paper-II Subject Elective	:	4 credits (100 Marks)
Paper-III	:	4 credits (100 Marks)

Paper-III will comprise of the following two activities:

- (a) **Research & Publication ethics: : 2 credits (50 Marks)**
- (b) **Seminar in thrust area/ Research Assignment/ Literature/ Survey, etc. : 2 credits (50 Marks)**

Marks will be converted into letter grade and grade point as per following table:

Marks	Letter Grade	Grade Point
85-100	O	10
75-84	A+	9

65-74	A	8
55-64	B+	7
50-54	B	6
41-49	C	5
40	P	4
Less than 40	F	0

Example to calculate the Grade Point Average (GPA)

Paper	Credit	Letter Grade	Grade Point	Credit Point
Paper-I: Research Methodology	4	A	8	$4 \times 8 = 32$
Paper-II: Subject Elective	4	A+	9	$4 \times 9 = 36$
Paper-III (a)	2	B+	7	$2 \times 7 = 14$
Paper-III (b)	2	B+	7	$2 \times 7 = 14$

GPA: 96/12

A candidate requires minimum of 55% marks or minimum GPA of 7 and grade point of 6 in each paper/course to qualify the course work.

- 11.7 Paper setting, conduct of examination and evaluation of Paper-I (Research Methodology) and Paper-II (Subject elective) and Paper III (a) (Research & Publication ethics) will be carried out by the Departmental Research Advisory Committee.
- 11.8 There will be no written test for Paper III (b), however the evaluation of seminar/ Assignment/ literature survey etc. will be done by the DRAC. The detailed marks sheet of coursework will be issued by the branch concerned.
- 11.9 The syllabus of Paper III (a) Research & publication ethics will be as specified by the UGC.
- 11.10 The evaluation of Seminar and Research Assignment/literature/survey etc. will be done by the Departmental Research Advisory Committee.
- 11.11 In case, a Research Scholar fails in the Ph.D. coursework, he/she shall be given only one more chance to appear in the re-examination of concerned course(s) of the Ph.D. coursework which shall be held after a gap of 3 months from the date of declaration of the result of Ph.D. coursework. In case, if a Research Scholar fails to qualify again in the re-examination, his/her admission shall stand automatically cancelled. A candidate failing to attend coursework will have to seek admission afresh. In exceptional cases, a special chance may be given by the Vice-Chancellor on the recommendation of the committee after 3 months of approval.

However, research scholar may apply for re-evaluation of the coursework paper to the chairperson of the concerned department. Re-evaluation will be done at the level of department. However re-evaluation can be done by outside Faculty also if needed with the approval of the competent authority. The fee of re-evaluation shall be as prescribed by the University from time to time. The research scholar may

apply for re-evaluation to the chairperson of the department along with fee within 20 days from the date of communication of Ph.D. coursework result to the student by the department after that no re-evaluation will be allowed.

- 11.12 Candidates who have passed M.Phil. Course as a regular student and their dissertation has been evaluated and whose admission in M.Phil. Course was through Entrance Test and the Coursework was prescribed at M.Phil. Level, would be exempted from the Ph.D. coursework in the Main Subject only. No exemption from coursework is allowed to the M.Phil. Candidates in allied subjects.
- 11.13 Candidates who have obtained M.Phil. Degrees through Distance Education mode are not exempted from the Ph.D. coursework.
- 11.14 A regular employee, who is admitted to a Ph.D. programme in full time mode, of Kurukshetra University or its affiliated College or any other outside organization is required to take leave for attending the Ph.D coursework classes. Such candidate is required to submit “No Objection Certificate” from his/her respective organization at the time of submission of application form in the prescribed format.
- 11.15 (i) The contractual/hired employee of Kurukshetra University or its affiliated College or any other outside organization/outsourcing Agency cannot pursue the Ph.D. coursework simultaneously with his/her contractual/hired job.
- ii. However, the contractual teachers of K.U campus can pursue Ph.D. on K.U. campus with their contractual job by taking the leave for attending Ph.D. coursework classes. Such candidate is required to submit “No Objection Certificate” from competent authority at the time of submission of application form and submit permission from competent authority at the time of submission of application. They can fulfil stay condition along with their job. Permission from competent authority is required for part time Ph.D. mode also.
- iii. Part time scholars shall have to maintain contact hours with their supervisors for minimum 180 hours per year during the duration of doing Ph.D.
- iv. A full time Research Scholar may be allowed to be converted to a part time research scholar after completion of course work on the recommendations of the DRAC in case the scholar is selected to a regular job. In that case, the research scholar has to pay the Annual fees, as applicable to a Part Time Research Scholar in the current session, with effect from the date of enrolment. The balance fees is to be deposited after getting the permission to change to Part Time Category.
- 11.16 The compliance of above rules is to be ensured by the concerned Chairpersons/ Directors of the Departments/Institutes of Kurukshetra University.

12. Research Supervisor/Co-Research Supervisor

- 12.1 Only a full time regular teacher (**with Ph.D.**) of Department/Institute of the Kurukshetra University and its affiliated College can act as a Research Supervisor as per Clause 12.5 to 12.8. The external Research Supervisors are not allowed. However, Research Co- Supervisor can be allowed in inter-disciplinary areas from

any of the National Labs/Institutions of National Importance or from same/other Department/Institute/ of the Kurukshetra University or from other related NAAC category 'A' and above Colleges/Universities/ research institutions with the approval of the Departmental Research Advisory Committee. In case category 'B' and Lower Graded/Non-Graded Universities/Colleges/Institutes, a teacher can become Co-supervisor provided he/she fulfils the conditions at 12.5 (i to iv). The external Research Co-Supervisor should be in regular service and a scholar of eminence.

- 12.2 Prior consent of the Research Co-Supervisor alongwith No Objection Certificate from there spective Head of the Department/Institution shall be submitted by the Research Supervisor of the University to the concerned Chairperson/Director of the Department/Institute of the University before registration of the Research Scholar.
- 12.3 Where the Research Supervisor of the Research Scholar has active service of less than 1 (One) year, he/she may be allowed to supervise fresh scholars along with Research Co- Supervisor from the concerned Department/Institute. No fresh registration is allowed after superannuation of a teacher. In case a teacher is re-employed in the University then he/she may be allowed to supervise/co-supervise research scholar as per re-employment rules.
- 12.4 If a Research Supervisor proceeds on leave for a period exceeding six months, he/she will recommend another teacher as Research Supervisor/Research Co-Supervisor to supervise the work of his/her Research Scholar(s). The Chairperson/ Director of the Department/Institute will get it approved in the next meeting of Board of Studies.
- 12.5 The full time regular teachers (**with Ph.D.**) working in the University Teaching Departments/ Institutes/ Directorate of Distance Education/ IIHS/ ITTR on the campus of Kurukshetra University and the full time regular teachers (**with Ph.D.**) working in the Govt./ Govt. Aided Colleges/ Non-Aided colleges affiliated to Kurukshetra University, Kurukshetra will be eligible to supervise Ph.D. Research Scholars subject to fulfilling anyone of the following pre-requisites:
 - i. 1 (One) year Teaching Experience in PG classes and 5 publications in Scopus/ SCI Journals.
 - ii. 3 (Three) year Teaching Experience in PG classes and 3 publications in SCOPUS/Web of Science/SCI journal or in a journal listed in the University Grant Commission (UGC) CARE list.
 - iii. 3 (Three) year Teaching Experience in UG classes and 5 publications in Scopus/ SCI Journals.
 - iv. 5 (Five) year Teaching Experience in UG classes and 3 publications in SCOPUS/Web of Science/SCI journal or in a journal listed in the University Grant Commission (UGC) CARE list.

- 12.6 (i) The Research Scholars under the supervision of teachers of Govt./ Govt. Aided Colleges affiliated to Kurukshetra University shall complete their coursework in Kurukshetra University.
- (ii) All Research Scholars registered with Kurukshetra University supervised by Govt./ Govt. Aided College teacher(s) shall compulsorily write 'Kurukshetra University Kurukshetra' alongwith their names in their publications under Clause 15.5 of this ordinance.
- 12.7 The teacher of the recognized college willing to supervise Research Scholar shall submit his/her request along with bio-data with details of teaching experience/ research work/ publications duly recommended by the Principal of the college concerned that the college will provide necessary infrastructure, library and laboratory facilities to the Research Scholar, to the concerned Chairperson/Director of the Department/Institute.
- 12.8 The Departmental Research Advisory Committee will consider and recommend the application of the teacher concerned for inspection of the college by the Standing Committee consisting of Dean, Research and Development or his nominee, Dean of the Faculty concerned and the Chairperson/ Director of the Department/Institute. The committee shall submit its report to the Vice-Chancellor for approval. Inspection Fee as prescribed by the university per member. TA/DA of the members will be paid by the aided college(s) as per rates approved by the University. After the approval of the Vice-Chancellor, the case concerning supervision of Research Scholars by the teachers of that college shall be placed before the PGBOS for consideration.
- 12.9 A confirmed regular teacher (if he/she possesses a Ph.D. degree) may supervise the Research Scholars at a time as under:

Designation	No. of Research Scholars
Assistant Professor	04 (Including 1 Part Time)
Associate Professor	06 (Including 1 Part Time)
Professor	08 (Including 2 Part Time)
Part time seats will be allowed only if atleast 1 regular scholar is being guided by the concerned teacher. However, concerned teacher may offer all seats for full time scholars. If an eligible supervisor has no regular research scholar, then he/she can offer part time seat provided that a regular seat is also offered with the part time seat by that teacher.	

1. International students shall be allowed to take admission to Ph.D. course under exempted category by creating 15% supernumerary seats for international students on lines of UG/PG courses. These supernumerary seats shall be against total seats allowed to teachers of a Department/Institute.

Each supervisor can guide up to two international research scholars on a supernumerary basis over andabove the permitted number of Ph.D. scholars as specified in above Table.

2. The international students shall be allowed to take admission to Ph.D. course on first come first serve basis in each Department/Institute.
- 12.9.1
 - i The Teachers of the Kurukshetra University may be allowed to work as Co-supervisor in the Institute(s) of National Importance/Category 'A' Universities/ Centrally funded Premier Institutions, with the condition that a Professor can be co-supervisor of maximum 2 candidates and an Associate and Assistant Professor can be co-supervisor of 1 candidate at a time.
 - ii. The Department/Institute shall maintain data of Co-supervision by teachers.
 - iii. A teacher can give seats for part time Ph.D. up to 2 for Professor and 1 each for Associate and Assistant Professor. However more part time seats can be allowed by the Vice chancellor on the recommendation of DRAC in the departments where full time research scholars are not available.
 - iv. At any point, the total number of Ph.D. scholars under a Faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in clause 12.9.
 - 12.10 The change of Research Supervisor of a Research Scholar shall be allowed before the completion of his/her research work:
 - 12.10.1 The Research Scholar or Research supervisor will make a representation to the concerned Chairperson/Director of the Department/Institute, who will put the matter before the Departmental Research Advisory Committee for decision.
 - 12.10.2 If the Research Supervisor of a Research Scholar has expired or leaves the service of Kurukshetra University before completion of the research work.

OR

If the Research Supervisor is unable to supervise the research work of Research Scholar or it becomes impossible for a Research Scholar to continue his/her research work with the Research Supervisor in case of extreme hardships/circumstances or on valid/genuine grounds.

OR

If both the Research Supervisor and the Research Scholar submit mutual consent in writing on valid/genuine reasons.

OR

If a Research Supervisor Retire from his/ her service before completion of Researchwork.

- 12.10.3 In all above cases in Clause 12.10.2, the Hon'ble Vice-Chancellor may allow to change the Research Supervisor/ providing Co-supervisor

where the change of Research Supervisor is in the interest of completion of research work of the Research Scholar on the recommendations of the Departmental Research Advisory Committee.

13. Presentation of Seminars and Submission of Progress Reports

- 13.1 The Research Scholar shall present his/her work at three open seminars after his/her registration. 1st seminar may be held after one year gap from the date of recommendation of the research topic by the PGBOS and 2nd seminar may be held after nine months from the 1st seminar. The Research Scholar shall submit a written application to the concerned Chairperson/Director of the Department/Institute for 3rd Seminar (pre-thesis submission seminar) at least one month before the submission of Ph.D. thesis/last date for submission of Ph.D. thesis recommended by his/her Research Supervisor along with a Certificate issued by his/her Research Supervisor stating therein that the stipulated period of stay as required under Clause 2.8 of the Ph.D. ordinance has been fulfilled by the Research Scholar and the Department/Institute shall conduct the 3rd pre-submission seminar of Ph.D. thesis within 15 days from the date of receipt of the application from the Research Scholar.
- 13.2 The Research Scholar shall make a presentation of his/her research work in the Department/Institute which may open to all the Faculty members and Research Scholar(s). Research Scholar may submit his/her Ph.D. Thesis after considering the suggestions given in pre-submission seminar in consultation with his/her Research Supervisor.
- 13.3 The presence of Dean of concerned Faculty or Dean, Research and Development or Dean, Academic Affairs or his/her nominee shall be necessary in pre-submission seminar of Ph.D. Thesis.
- 13.4 The Dean of concerned Faculty shall conduct the seminar within 10 days from the date of request acknowledged from the Chairperson/Director of the concerned Department/ Institute. In case of non-conducting of seminar within the stipulated period, Dean Research and Development or Dean, Academic Affairs shall conduct the seminar.
- 13.5 A Research Scholar shall submit a hard copy of Annual progress report recommended by his/her research supervisor to the Chairperson/Director of the Department/Institute on annual basis to be placed before the Departmental Research Advisory Committee for evaluation and further guidance. A copy of the annual progress reports shall be placed in the meeting of PGBOS for approval.
- 13.6 If the work of Research Scholar is found unsatisfactory at any stage as reported by the Research Supervisor(s), the Departmental Research Advisory Committee shall give him or her an opportunity to explain his/her position and make suitable recommendation including the cancellation of his/her Ph.D. registration. The Post Graduate Board of Studies may recommend for cancellation of his/her admission to the appropriate bodies of the University.

14. Scholarship/Fellowship

- 14.1 A Research Scholar enrolled for Ph.D. course may obtain scholarship/ Fellowship by the University/ other agency provisionally and the payment of scholarship/ Fellowship shall be released on provisional enrolment of Scholar as Clause 9.2.
- 14.2 URS/ JRF Research Scholar/ Teacher Fellowship Holder/ DST Inspire fellow (with validity period)/ GATE (with validity period)/GPAT enrolled for Ph.D. course will be considered for award and payment of scholarship/ fellowship by the Scholarship Branch of the University as per existing rules of scholarship/ fellowship.

15. Submission of Ph.D. Thesis

- 15.1 Every Thesis shall be a piece of research work characterized either by discovery of new facts or enunciation of a new theory or theories or by fresh interpretation of known facts. In either case, it shall evince the capacity of the Research Scholar for critical examination and judgment. The literary presentation of the Thesis should be of a high standard i.e. concise, laid out logically and in proper sequence, far from grammatical and typographical errors and referenced properly.
- 15.2 The Research Scholar may incorporate in Thesis the contents of any work that he/she may have published on the subject but shall declare this fact in the Thesis. However, he/she shall not submit in Thesis any work for which a degree has already been conferred on him/her by any University/Organization.
- 15.3 The Research Scholar in the Science Faculties may incorporate in the Thesis any indigenous development of equipment, apparatus or technique that is not commercially available in the country at the time.
- 15.4 The title of the Ph.D. Thesis of the Research Scholar on the recommendations of the Research Supervisor and DRAC shall be approved by the PGBOS of the concerned Department/Institute within three years of the date of registration.
- Minor changes in the title may be allowed by PGBOS on the recommendations of supervisor and DRAC at least 1 year prior to the date of submission of Ph.D. Thesis.
- 15.5 The Research Scholar shall be allowed to submit his/ her Thesis only after he/ she has published/got accepted two research papers published in a Scopus/Web of Science/SCI/SSCI/ University Grant Commission (UGC) CARE list indexed journals.

For the purpose of two research papers, one published patent in the name of Kurukshetra University or with affiliation as Kurukshetra University shall also be allowed to be treated at par with one research publication.

Full research papers published as per the requirement for the Thesis submission shall be appended in the final Thesis submitted in the University.

In addition full papers published as part of proceedings or an abstract for two papers in conferences/seminars/symposia/workshop/colloquium shall also be appended in

the final Thesis submitted in the University along with the certificate of presentations/acceptance. He/she shall also submit a certificate on the prescribed format in respect of the above, issued by the Research Supervisor and Chairperson/Director of the Department/Institute along with the form for appointment of examiners for verification of particulars (2 sets) filled in by the research scholar to the Ph.D. (Registration) Section preferably 10 days before the submission of Ph.D. Thesis.

- 15.6 The Research Scholar shall also submit a summary of the Ph.D. Thesis in about 500 words indicating how far the Ph.D. Thesis embodies the result of his/her own research or observations and in what respect his/her investigation appears to advance his/her study of the subject of his/her Ph.D. Thesis to the concerned Chairperson/Director of the Department/Institute. When a Research Scholar is ready to submit his/her Ph.D. Thesis for evaluation, he/she shall obtain a certificate from his/her Research Supervisor to this effect and shall apply to the Chairperson/Director for appointment of Examiners for his/her Ph.D. Thesis enclosing an abstract of his/her Ph.D. Thesis including the table of contents.
- 15.7 The Research Scholar shall be liable to submit his/her Thesis following the rules and regulations of Academic integrity and prevention of Plagiarism in Kurukshetra University and they shall also follow the instructions strictly to be issued from time to time in this regard by the University.
- 15.8 The Research Scholar shall get a report with regard to Plagiarism free Thesis as per rules and regulations of Academic integrity and prevention of Plagiarism in Kurukshetra University and append the report in his/her Ph.D. Thesis before submission of Ph.D. Thesis.

16. Evaluation of Ph.D. Thesis

- 16.1 The Departmental Research Advisory Committee will draw a list of 8 examiners out of these at least 50% shall be from Outside Neighboring States keeping in view their specialization for the consideration of the Post-graduate Board of Studies. The examiners recommended shall be either Professors or persons of eminence or persons holding equal status and their specialization shall be relevant to the topic of the Ph.D. Thesis. The Post-graduate Board of Studies shall recommend a panel of 8 examiners in the field for appointment as evaluators for each Ph.D. Thesis.
- 16.2 In addition to the above, if the Board of Studies feels that the panel should consist of more than 8 examiners it may recommend additional name(s). The panel of examiners recommended by the PGBOS shall be valid for nine months from the date of the meeting of the PGBOS. On expiry of the same, it will be re-considered by the PGBOS on the request of the Research Scholar duly recommended by his/her Research Supervisor.
- 16.3 After fulfillment of the conditions of submission of Ph.D. Thesis by the Research Scholar, the concerned Chairperson/Director of the Department/Institute shall forward the Thesis to the Conduct Branch of the University for getting Evaluated of

Ph.D. Thesis of the Research Scholar.

- 16.4 The Thesis shall be finally referred to two examiners selected by the Vice-Chancellor from the panel drawn by Post-graduate Board of Studies out of which one shall be out of state.
- 16.5 The examiner(s) will state categorically in their reports whether in his/her opinion:
Thesis should be accepted for the award of Ph.D. Degree;
OR
It should be referred back to Research Scholar for presenting it again in revised form;
OR
It should be rejected.
- 16.6 The examiner(s) shall state reasons for approval or resubmission of the Thesis. If he/she recommend resubmission, he/she shall specifically indicate what modifications he/she wants from Research Scholar to effect and incorporate in the Thesis.
- 16.7 The examiner for a Thesis shall indicate in his/her report whether the Thesis is fit for publication in its original or modified form. In the latter case, examiner shall make definite suggestions for improvement.
- 16.8 If the examiners recommend the award of Degree, they may also give in their report a set of questions, which they would like to put to the Research Scholar at the time of viva- voce.
- 16.9 If the examiner(s) recommends resubmission with some modifications in the Ph.D. Thesis, the Research Scholar shall be asked to modify the Ph.D. Thesis and resubmit the same only once within 6 months, after having carried out all the modifications with a certificate from the Research Supervisor that all the modifications have been carried out.
- 16.10 A resubmitted Thesis shall be examined by the examiner(s) who evaluated the original Thesis unless any of them is unable or unwilling to do so. In such case substitute(s) shall be appointed from the panel by the Vice-Chancellor. The examiner(s) for the revised Thesis will only see whether the objections raised have been met or not.
- 16.11 If one out of two examiners recommends the Thesis as rejected, the Thesis shall be sent to third examiner for evaluation. The decision of the two examiners out of three shall be considered. A Research Scholar whose Thesis is rejected by two examiners shall not be awarded Ph.D. degree. However, the Research Scholar may apply afresh for admission to Ph.D. course.
- 16.12 The entire process of evaluation of Ph.D. Thesis shall be completed within a period of 6 months from the date of submission of Ph.D. Thesis by the Research Scholar in the concerned Branch of the Kurukshetra University.
- 16.13 Remuneration payable to each examiner shall be paid as laid down by the University.

17. Conduct of Viva-Voce

- 17.1 Names of only those examiners shall be recommended who are known to be physically fit and are able to undertake a journey for the conduct of Viva-Voce, if invited.
- 17.2 If two of the examiners recommend award of the degree, the Research Scholar shall be examined through Viva-Voce examination by one of the examiner, to be nominated by the Vice-Chancellor. If both examiners are unable or unwilling to conduct the Viva-Voce examination, another name will be picked up for the purpose by the Vice-Chancellor from the panel already approved by the Post-graduate Board of Studies.
- 17.3 The Viva-Voce examination shall be conducted by the external examiner and will be held in the concerned Department/Institute at Kurukshetra University unless ordered otherwise by the Vice-Chancellor. The date, time and the subject of the Thesis shall be notified by the concerned Branch to the various Departments/Institutes of the Faculty concerned including the Research Supervisor and the Research Scholar. It will be the privilege of only the external examiner conducting the Viva-Voce to ask the questions to the Research Scholar. However, after the completion of formal viva the relevant clarification/ discussion, if any, may be held which will not be part of the Viva-Voce examination.
- 17.4 The Research Scholar will have to present himself/herself for the Viva-voce examination when fixed by the University failing which he/she will be declared ineligible for the award of Degree. However, in case the Research Scholar is unable to attend the Viva- Voce on the fixed date for any unavoidable reason, the Controller of Examinations on a request by the Research Scholar in writing with a fee as prescribed by the University can allow one time postponement of the date upto a maximum period of three months from the date previously fixed by the University failing which the Research Scholar will be declared ineligible for the award of Degree. In case the examiner has turned up for viva-voce examination of the said Research Scholar on the fixed date, the total expenditure on TA/DA will be charged from the Research Scholar upto the next rounding figure of Rs.100/- on higher side.
- 17.5 In case any Research Scholar appears for his/her Viva-Voce Examination but fails in Viva-Voce, in such cases second examiner may be called for conducting the Viva-Voce examination after giving three months' time to the Research Scholar to prepare himself/herself. The report of Viva of second examiner will be taken as final.

18. Award of Ph.D. Degree

- 18.1 The Thesis evaluation and viva-voce reports of examiners shall be placed before the Research Degree Committee consisting of the Vice-Chancellor, the concerned Dean of the Faculty and Chairperson/Director of the Department/Institute to consider the reports and to recommend to the Vice-Chancellor whether:

The Degree be awarded:

OR

The Thesis be revised and resubmitted for re-examination:

OR

The Thesis be rejected

- 18.2 The absence of the concerned Dean and/or the Chairperson/Director of the Department/Institute at the meeting of the Research Degree Committee shall not vitiate its proceedings. However, the Vice-Chancellor may co-opt an expert in the subject, if considers it necessary.
- 18.3 The University shall issue a provisional certificate certifying to the effect that the degree has been awarded in accordance with the provisions of Regulations of the U.G.C.
- 18.4 Award of degrees to Research Scholars registered for the Ph.D. course shall be governed as per provisions of Minimum Standards and procedure for Awards of Ph.D. Degree Regulations of Kurukshetra University, Kurukshetra applicable to them at the time of their enrolment to Ph.D. course.
- 18.5 If the Ph.D. Degree is awarded by a Foreign University, the Kurukshetra University considering such a degree shall refer this issue to a Standing Committee constituted by the Vice-Chancellor for the purpose of determining the equivalence of the degree awarded by the foreign University.

19. Publication of Ph.D. Thesis

- 19.1 No Thesis shall be published without the prior permission of the University.
- 19.2 The Research Scholar may apply to the concerned Chairperson/Director of the Department/Institute for permission to publish his/her Thesis within three years from the date of award of the Ph.D. Degree.
- 19.3 The Chairperson/Director of the Department/Institute shall satisfy himself/herself that the Thesis is in publishable form. He/she will be guided by the reports of examiners. A certificate will be obtained from the Research Supervisor to the effect that necessary improvements as suggested by him/her and the examiners have been properly carried out. After that, the Chairperson/Director of the Department/ Institute concerned shall be requested to get necessary recommendations of the Board of Studies of the Department/Institute in this regard. The recommendations of BOS shall be got approved from the Vice-Chancellor.

20. Withdrawal of Ph.D. Degree

- 20.1 The Academic Council of Kurukshetra University on the recommendation of the Vice-Chancellor shall have the right to withdraw the Ph.D. degree awarded to the Research Scholar if plagiarism or duplication or any other form of malpractice is detected at any stage, and to initiate such further action against him/her as it deems appropriate.

Provided that the Vice-Chancellor shall get the complaint in the matter investigated (with validity period) confidentially and shall give the accused an opportunity to explain before the Vice-Chancellor makes recommendation on the matter to the Academic Council. There shall be no limitation of time for this action of the

Academic Council.

21. Conduct of Research Scholar

- 21.1 After enrolment in Ph.D. course, the Research Scholar and his/her work and conduct shall be under the general disciplinary control of the Department/Institute.
- 21.2 The Vice-Chancellor shall have the power to cancel the admission of a Research Scholar at any time, after the issue of a due show-cause notice, on disciplinary or any other grounds which are considered not to be in consonance with the dignity and behavior of a Research Scholar or non-payment of hostel or any other dues or any other reason(s).
- 21.3 Ragging in the Department/Institute at the Campus of Kurukshetra University is strictly prohibited and the Research Scholar is required to abide by the Anti-Ragging rules/instructions of the Kurukshetra University.

22. Fees

- 22.1 The Research Scholars enrolled for Ph.D. course shall deposit their fee as per fee structure notified or laid down from time to time by the University during the Ph.D. Course.
- 22.2 The full Fee paid by the Research Scholar shall be refunded, if a Research Scholar is found ineligible for admission to Ph.D. course provided that there should not be any concealment/non-submission of facts/ document(s) on the part of Research Scholar and admission of the Research Scholar is cancelled by the University.
- 22.3 No fees/ dues deposited by the Research Scholar will be refunded by the University in case the Research Scholar leaves the Ph.D. course at his/her own level.

23. Adjudication of any conflict

The provisions of this ordinance will apply prospectively. The decision of the Vice-Chancellor shall be final and binding for all in the interpretation of any provision contained in these rules and regulations.

24. Legal Jurisdiction

Any legal dispute relating to Ph.D. admission/ registration of a Research Scholar will be subject to Court(s) at Kurukshetra or Court(s) having jurisdiction in Kurukshetra.

APPENDIX	
Sr. No.	List of Universities, Laboratories and Institutions recognized under Clause 2.8 of Ordinance Doctorate in Philosophy
1.	Ahmedabad Textile Industries Research Association, Ahmedabad.
2.	Akashwani, Delhi.
3.	Akhil Bhartiya Itihas Sanklan Yojna, New Delhi.
4.	All C.S.I.R. Laboratories in India.
5.	All CDAC Laboratories in India.
6.	All Central & State Govt. Forensic Science Laboratories.
7.	All Defence Science Organization Laboratories in India.
8.	All Electronics Regional Test Laboratory, under Ministry of Electronics & Information Technology, Govt. of India.
9.	All Electronics Test and Development Centre (ETDC) under Ministry of Electronics & Information Technology, Govt. of India.
10.	All Govt. Medical Institutes in India.
11.	All India Institute of Medical Sciences (AIIMS)
12.	All Indian Institute of Technology including Institute of Technology, Banaras Hindu University and Birla Institute of Technology & Science, Pilani.
13.	All Laboratories Maintained & Run by the Indian Council of Agricultural Research.
14.	All Laboratories Maintained and Run by the Department of Atomic Energy.
15.	All Laboratories Maintained by the Department of Science & Technology, Govt. of India.
16.	All National Institute of Electronics & Information Technology (NIELIT) Institutes in India.
17.	All NITTTR Institutes of India.
18.	All Research Labs of Geological Survey of India.
19.	All Research Labs of National Institute of Marine Biology, Panaji, Goa.
20.	All Research Labs of the Electronics Commission and Department of Electronics. Govt. of India and Under Ministry of Communication & Technology. G.O.I.
21.	All Research Labs of the Indian Council of Medical Research, New Delhi.
22.	All Research Labs of the Indian Space Research Organization.
23.	All Research Labs of the Oil & Natural Gas Commission.
24.	All Research Labs of the Zoological Survey of India.
25.	All the Indian Institute of Science Education and Research (IISER)
26.	All the Indian Universities - Members of the Inter-University Board of India.
27.	All the Institute of Indian Council of Social Science Research
28.	All the Labs and Institutes under Department of Bio Technology, Govt. of India
29.	All the National Institutes of Pharmaceutical Education and Research
30.	ARAI Homologation & Technology Centre, Pune
31.	Bhandarkar Oriental Research Institute, Pune
32.	Bharat Bhawan, Bhopal, Madhya Pradesh
33.	Bharat Kala Bhavan, BHU, Varanasi, Uttar Pradesh
34.	BIS Northern Regional Office laboratory, Mohali
35.	Bombay Textiles Institute Research Association, Mumbai.
36.	Bose Institute, Kolkata.
37.	British Library, London, United Kingdom
38.	Central Drug Research Institute, Lucknow
39.	Central Electrochemical Research Institute, Karaikkudi, Tamil Nadu
40.	Central Institute of English and foreign Languages, Hyderabad.
41.	Central Institute of Indian Languages, Manasagangothri, Hunsur Road, Mysore 570006
42.	Central Institute of Medicinal & Aromatic Plants, Lucknow
43.	Central Power Research Institute, Bengaluru

44.	Centre for Farming & Agricultural Research - CMERI, Ludhiana
45.	Centre for Research in Rural & Industrial Development, Chandigarh.
46.	Centre of Innovative and Applied Bio-processing, Mohali
47.	Delhi Zoological Park, New Delhi-3.
48.	Directorate of Wheat Research, Karnal.
49.	Doordarshan Kendra, New Delhi.
50.	Electronics Corporation of India Ltd., Hyderabad.
51.	Forest Research Institute, Dehradun and All the Institute Administred by the Indian Council of Forestry Research and Education
52.	Gandhi Research Foundatin, Jalgaon, Maharashtra
53.	Hindustan Steel Ltd., Research Laboratories.
54.	IISER, Mohali
55.	India International Centre, New Delhi
56.	Indian Agricultural Research Institute, Delhi
57.	Indian Agriculture Research Institute, PUSA, New Delhi.
58.	Indian Agriculture Statistics Research Institute, New Delhi.
59.	Indian Association for the Cultivation of Science, Kolkata.
60.	Indian Council of Historical Research, New Delhi
61.	Indian Council of Philosophical Research, New Delhi and Lucknow.
62.	Indian Council of world Affairs, Sapru House, New Delhi
63.	Indian Institute of Advanced Studies, Shimla.
64.	Indian Institute of Integrative Medicine, Jammu
65.	Indian Institute of Public Administration, New Delhi.
66.	Indian Institute of Science Bangalore.
67.	Indian Law Institute, New Delhi.
68.	Indian National Scientific Documentation Centre, New Delhi.
69.	Indian School of International Studies, New Delhi.
70.	Indian School of Mines, Dhanbad, Jharkhand
71.	Indira Gandhi National Centre for Art (IGNCA), New Delhi
72.	Indo-Swift Laboratories Ltd, Mohali (Punjab).
73.	Institute of Criminology and Forensic Science, Govt. of India, Ministry of Home Affairs, New Delhi.
74.	Institute of Himalayan Bio-resource Technology, Palampur
75.	Institute of Indology, Lucknow Road, New Delhi.
76.	Institute of Microbial Technology, Chandigarh
77.	Institute of Nanoscience & Technology, (INST), Mohali
78.	International Advanced Research Centre for Powder Metallurgy and New Materials, Hyderabad, Andhra Pardesh.
79.	International Centre for Genetic Engineering and Biotechnology, Delhi.
80.	Inter-University Centre for Astronomy and Astrophysics, Pune, India
81.	Jubilant Organosys Ltd. Noida (UP).
82.	Kathak Kendra, New Delhi
83.	Khuda Baksha Oriental Public Library, Patna
84.	Laboratory of Advanced Research in Polymeric Materials, Bhubaneswar, Orissa
85.	Lalit Kala Adademi, New Delhi
86.	Lupin Research Park, Pune-411042 (MH).
87.	National Agri-Food Biotechnology Institute, Mohali
88.	National Archives of India, New Delhi & All State Archives.
89.	National Brain Research Centre (NBRC) Delhi, Gurgaon.
90.	National Bureau of Plant Genetic Resources, Delhi

91.	National Centre for Plant Genome Research (NCPGR), JNU, New Delhi
92.	National Council for Applied Economics Research, New Delhi.
93.	National Dairy Research Institute, Karnal.
94.	National Gallery of Modern Art, New Delhi
95.	National Gandhi Museum and Library, New Delhi
96.	National Institute of Bio-Energy, Kapurthala.
97.	National Institute of Educational Planning and Administration, Aurobindo Marg, New Delhi.
98.	National Institute of Family Planning, New Delhi.
99.	National Institute of Immunology, New Delhi
100.	National Institute of Pharmaceutical Education & Research, Mohali, Punjab
101.	National Institute of Solar energy (NISE), Ministry of New and Renewable Energy, New Delhi/ Gurugram.
102.	National Institute of Wind Energy (NIWE), Chennai, Tamil Nadu
103.	National Library, Kolkata.
104.	National Museum, New Delhi
105.	National Physical Laboratories, Delhi.
106.	Nehru Memorial Museum and Library, Teen Murti, New Delhi.
107.	Netaji Research Bureau, Kolkata
108.	North Zone Culture Centre, Patiala
109.	Nuclear Science Centre (NSC) at J.N. University Campus, New Delhi.
110.	Observation of Meteorological Department, Govt. of India.
111.	Oriental Research Institute, Jodhpur.
112.	PDPM Indian Institute of Information Technology, Design and Manufacturing, Jabalpur, Madhya Pradesh.
113.	Physical Research Laboratory, Ahmedabad.
114.	Post Graduate Institute of Medical Education and Research, Chandigarh
115.	Raman Institute, Bangalore.
116.	Rampur Raza Library, Rampur, Uttar Pradesh
117.	Ranbaxy Laboratories Limited, Gurgaon-122601.
118.	Regional Institute of English, Sector 32 C Chandigarh
119.	Regional Reference Standards Laboratory, Faridabad.
120.	Sangeet Natak Academy, New Delhi
121.	Sarabhai Science Community Centre, Navarang Pura, Ahmedabad.
122.	School of African Studies, New Delhi.
123.	School of Oriental and African Studies, London
124.	Shree Natnagar Shodh Samsthan, Sitamau, Madhya Pradesh
125.	Shri Kundkund Bharti Jain Research Institute, New Delhi.
126.	Shri Ram Centre of Arts, New Delhi
127.	Siemens Centre of Excellence (SCE), NIT Kurukshetra
128.	Siemens Centre of Excellence (SCE), PEC Chandigarh.
129.	Sikkim State Archives, Gangtok (Centre of Post-graduate Research in History & Allied Subjects).
130.	Southern Textiles Industries Research Association, Bangalore.
131.	State University of Performing & Visual Arts, Rohtak
132.	Survey of India, Dehradun.
133.	Tata Institute of Fundamental Research, Mumbai.
134.	Technological Institute of Textiles, Bhiwani.
135.	The Central Institute of Indian Languages, Mysore.
136.	The Central Soil Salinity Research Institute, Karnal.
137.	The Indian Statistical Institute, Kolkata.
138.	The Institute of Economic Growth, Delhi University, Delhi.

139.	The National Council of Educational Research and Training, New Delhi.
140.	The Wadia Institute of Himalayan Geology, Dehradun.
141.	Vidya Bharti Sanskriti Shiksha Sansthan, Kurukshetra.
142.	Vishveshvaranand Vishwa Bandhu Institute of Sanskrit and Indological Studies, Hoshiarpur (Punjab)

**♥ORDINANCE-POSTGRADUATE PROGRAMMES
(MASTER DEGREES AND POSTGRADUATE DIPLOMAS)
AS PER NEP-2020**

(w.e.f. the Session 2024-25)

1. Scope:

This Ordinance is for 2-year and 1-year Postgraduate programmes based on National Education Policy-2020 (NEP-2020), Learning Outcome-based Curriculum Framework with Choice Based Credit System (LOCF-CBCS) and is in accordance with the Curriculum and Credit Framework for PG Programmes (CCFPG) of University Grants Commission (UGC). This ordinance shall come into effect from the Academic Session 2024-25.

1.1 The duration of the programme for the award of a Master Degree will be two/one academic year(s) and for the award of a Postgraduate Diploma in a subject, it will be one academic year. Each academic year will be divided into two semesters, i.e., July to December and January to June.

1.2 There shall be a teaching of 15 weeks in each semester excluding admission and examination days.

1.3 The nomenclature of the Master Degree and PG Diploma will be as under:

- a. The nomenclature of the Master Degree will be Master of <discipline> <subject> or Master of <discipline>

For example, Master of Science Physics; Master of Arts English; Master of Arts History; Master of Commerce, etc.

- b. The nomenclature of the PG Diploma will be Post Graduate Diploma in <subject>

For example, Postgraduate Diploma in Women's Studies; Postgraduate Diploma in Yoga, etc.

- c. Abbreviations of nomenclature of Master Degrees and PG Diplomas are given in the *Appendix-1*.

2. Key Terms:

2.1 Academic Year and Semester: Two consecutive (one odd and one even) semesters will constitute one academic year. There will be 90 days of academic work in a semester.

2.2 Credit: Credit is a unit by which the course work is measured. It forms a basis for determination of result of a semester in the form of Semester Grade Point Average (SGPA) and that of the Degree/Diploma in the form of Cumulative Grade Point Average (CGPA). It also determines the number of hours of instructions required per week over the duration of one semester. For calculation of the teaching hours, one credit means one hour of lecture or one hour of tutorial or one hour of seminar or two hours of practicum/laboratory work per week over the duration of a semester, if not mentioned otherwise in the scheme of a PG programme.

2.3 Learning Outcome-based Curriculum Framework (LOCF): In this framework, Programme Learning Outcomes (PLOs) of a programme are mapped against the well-defined Course Learning Outcomes (CLOs) of all the courses of that programme for determination of the outcomes of that PG programme.

♥ New Ordinance approved vide Executive Council Resolution No. 6 (26) dated 19.07.2024 w.e.f. 2024-25.

2.4 Choice Based Credit System (CBCS): The CBCS provides choices, as per defined framework, to a student to select disciplinary and interdisciplinary courses to fit into her/his requirements and to learn at her/his own pace.

2.5 Programme: A programme is made up of courses and leads to the award of a Master Degree or PG Diploma after earning requisite credits, according to the scheme of examination of that programme, successfully. A Postgraduate programme can be of 2-years duration or of 1-year duration. An integrated Postgraduate programme will be of 5-year duration.

2.6 PG Curriculum Framework: PG Programmes will be offered in two types of curriculum frameworks:

Framework-1 is applicable for those PG programmes where each semester is of 22 credits and total credits required for the award of Master Degree will be 92. Total 48 credits will be required for the award of a PG Diploma under this framework.

Framework-2 is applicable for those PG programmes where each semester is of 26 credits and total credits required for the award of Master Degree will be 108. Total 56 credits will be required for the award of a PG Diploma under this framework.

2.7 Course: A course refers to the component of a programme. A course may comprise of lectures, tutorials, practicum or laboratory work/field work/practice work/project work/training/seminar/community engagement and service, internship, and dissertation, etc. or any combination of these. Each course will have a certain number of credits which will reflect its weightage and credits will be taken into account if that course is passed successfully by the candidate.

2.7.1 Lecture: Component of a course which is taught by a teacher through lectures covering the contents of a course.

2.7.2 Tutorial: Component of a course which involves problem-solving, learning through discussions and remedial teaching related to the contents and periphery of a course with the direct involvement of a teacher.

2.7.3 Practicum: A course or a component of a course which enables students to learn or to attain skills or to get procedural knowledge for the contents of a course through Practical/Laboratory/Studio/Project/Practice/Survey/Field work and to apply learnt/studied principles/theory/concepts related to the chosen field of learning, work/vocation, or professional practice in the field of learning under the supervision of a teacher.

2.7.4 Seminar: A course aimed to enhance skills of self-learning, presentation and interactive discussion among students to learn a specific topic through in-depth exploration of contents and analysis of facts about the topic under the supervision of a teacher.

2.7.5 Internship: An internship is gaining first-hand experience by an individual besides comprehending the way of working in an organization, leading to improve the skill aptitude for a specific job or job role and building research capabilities with learning opportunities. Internships are to be such organized that benefits the intern as well as the internship providing organization.

The employability of graduates can be improved by developing practical experience and exposure with the required right kind of attitude for the workplace. The internship is one of the important apparatuses that help in improving these employability skills and can help in generating competency, capability, professional working skills, expertise, and confidence among the students for employability and developing interest/passion for research. The interns can understand the application of theory in the workplace. The internships can be classified into two types:

- i. Internship for enhancing the employability
- ii. Internship for developing the research aptitude

2.7.6 Studio Activity: A studio activity involves engagement of students in creative, artistic or experimental activities involving visual, digital, audio, video and other professional experiential work.

2.7.7 Field Work/Practice/Survey/Project: A course or a component of course which enables students to participate in field-based learning/project, involving application of knowledge in solving/analyzing/exploring a real-life situation/difficult problem under the supervision of a teacher/mentor.

2.7.8 Project Work: A course or a component of a course which facilitates students to apply their knowledge, skills and critical thinking ability to complete a specific task in a given time frame through conceptualization, exploration and analysis of research-based activities to suggest tangible solutions for a given problem related to the chosen field of learning.

2.7.9 Dissertation: Dissertation is a comprehensive report of the research work done on the basis of systematic, scientific and rigorous investigations on the chosen and approved topic utilizing relevant research methods/techniques/innovations.

2.7.10 Community Engagement and Service: A course or a component of a course which exposes the students to the socio-economic issues prevailing in society so that the theoretical learning can be supplemented by actual life experiences to understand and generate solutions to real-life problems.

2.8 Type of Courses:

2.8.1 Core Course (CC): A compulsory course of a subject/programme which aims at imparting essential fundamental, comprehensive and advanced knowledge of the subject/programme.

2.8.2 Discipline Elective Course (DEC): A course of choice which allows a student to study a specialized area(s) of subject/programme as per her/his interests and offered by the Department/College/Institute (DCI).

2.8.3 Constitutional, Human and Moral Values, and IPR (CHM): This is a 'Value Added Course' aiming to impart the education and practices on Constitutional, Human, and Moral Values and Intellectual Property Rights (IPR).

2.8.4 Open Elective Course (OEC): A course which a student opts to study for getting interdisciplinary knowledge in addition to her/his own subjects of programme.

2.8.5 Employability and Entrepreneurship Skills Course (EEC): A course which aims at enhancing the employability skills and developing key personal attributes which are essential for generating employment potential and preparing for the effective performance at workplace.

2.8.6 Vocational Course (VOC): A vocational course is focused on practical work, preparing students for a particular skilled profession. Such courses develop capacities for sustenance, work, and economic participation and develop values and sensibilities towards physical work and the dignity of labour.

2.8.7 Skill Enhancement Course (SEC): A course which aims at imparting practical skills, hands-on training, soft skills, etc. to enhance the employability of students.

2.9 Key Terms related to Evaluation:

2.9.1 Letter Grade: It is an index of the performance of a student in a course. Grades are denoted by the letters O, A+, A, B+, B, C, P, F and Ab depending on the score earned by the student in that course.

2.9.2 Grade Point: It is a numerical value allotted to each letter grade on a 10-point scale.

2.9.3 Credit Point: It is the product of grade point and the number of credits for a course.

2.9.4 Semester Grade Point Average (SGPA): It is a measure of the performance of a student in a semester. It is the ratio of total credit points scored by a student in all the registered courses in a semester to the total of the credits of the courses taken during that semester. It shall be expressed up to two digits after the decimal place.

2.9.5 Cumulative Grade Point Average (CGPA): It is a measure of the overall cumulative performance of a student in a programme over all the semesters. The CGPA is the ratio of total credit points scored by a student in all the courses of the programme to the sum of the total credits of all the courses of the programme. It is expressed up to two digits after the decimal place.

2.9.6 Detailed-Grade-Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The Detailed-Grade-Certificate will display the course details (code, title, number of credits, grade scored) along with the SGPA of that semester.

2.10 Academic Bank of Credits (ABC):

It is a virtual/digital mechanism that contains information of the credits earned by an individual student throughout her/his learning journey in Higher Education Institutions in India recognized by the UGC.

3. Postgraduate Programme:

According to Curriculum & Credit Framework for Postgraduate Programmes based on the NEP-2020 policy, PG programmes are categorized as follows:

3.1 2-Year PG Programme:

A student can be admitted to a 2-year PG programme after Bachelor Degree subject to eligibility conditions of that PG programme. A student will study course work in the first and second semesters and can choose to study:

- (a) course work in the third and fourth semesters,
or
- (b) course work in the third semester and course work with research in the fourth semester.

3.2 1-Year PG Programme:

A student can be admitted to a 1-year PG programme after a 4-year Bachelor Degree (Honours) or 4-year Bachelor Degree (Honours with Research) with minimum 80 credits in the concerned subject or after 1-year PG Diploma with minimum 40 credits in the concerned subject. In the 1-year PG programme, a student can choose to study:

- (a) course work in the first and second semesters (3rd and 4th semesters of 2-year of PG programme)
or

(b) course work in the 1st semester (3rd semester of 2-year PG programme), and course work with research in the 2nd semester (4th semester of 2-year PG programme).

3.3 5-Year Integrated Programme (UG+PG):

At the PG level, the curriculum components in the 4th and 5th years of 5-year integrated programme will be at par with and not below that of the corresponding 2-year PG programme.

3.4 Nomenclature of a Degree/Diploma:

All programmes shall be offered as per UGC list of 'Specification of Degree' prevailing from time to time.

- a. If a student takes exit after the successful completion of first two semesters of 2-year PG programme and earns 48/56 (*Framework-1/Framework-2*) credits including internship, then a **Post Graduate Diploma in <Subject>** or **Post Graduate Diploma in <Discipline>** will be awarded to that candidate.
- b. A student will be awarded with **Master of <Discipline> in <Subject>** or **Master of <Discipline>** after successful completion of four semesters of 2-year PG Programme by earning 92/108 (*Framework-1/Framework-2*) credits, as applicable for the respective framework.
OR
- c. A student will be awarded with **Master of <Discipline> in <Subject>** or **Master of <Discipline>** after successful completion of two semesters of 1-year PG Programme by earning 44/52 (*Framework-1/Framework-2*) credits in the case of lateral entry to 2nd year after 4-year Bachelor Degree (Honours) or 4-year Bachelor Degree (Honours with Research) or after 1-year PG Diploma in the concerned subject as per the eligibility conditions.

3.5 Levels of Courses:

Courses shall be coded based on the learning outcomes, levels of difficulty, and academic rigor. The coding structure is as follows:

400-499: Advanced courses which would include lecture courses with practicum, seminar-based course, term papers, research methodology, advanced laboratory, experiments/software training, research projects, hands-on-training, internship/apprenticeship projects in the first year of 2-year PG Programme.

500-599: Advanced courses which would include lecture courses with practicum, seminar-based course, term papers, research methodology, advanced laboratory, experiments/software training, research projects, hands-on-training, internship/apprenticeship projects in the second year of 2-year PG Programme or for 1-year PG Programme.

3.6 Exit Option from a Programme:

A student is allowed to take an exit option after passing first academic year of the 2-year PG Programme and after earning requisite 48 credits in *Framework-1 (Appendix-2)* and 56 credits in *Framework-2 (Appendix-3)* including 4 credits of internship of 4-6 weeks duration as per scheme of the programme and will be awarded **Postgraduate Diploma in the <Subject>** or **Postgraduate Diploma in the <Discipline>**, as applicable.

4. Admission to a PG Programme:

4.1 The DCI shall declare the sanctioned number of seats each year for fresh admissions to the 2-year PG programme(s) and admission shall be done following the University and State Govt. guidelines as per the eligibility conditions applicable for that programme.

4.2 The DCI can plan the number of seats for lateral admission in PG Programme(s) in consonance with the faculty and infrastructure available and will get approval from the university.

4.3 The DCI shall declare the approved and vacant number of seats in the 2nd year for lateral admissions, i.e. for admission to 1-year PG programme(s). The DCI will make lateral admissions category-wise following the State Government norms for reservation subject to the fulfillment of other eligibility conditions.

Preference, in order of merit, in the lateral admission will be given to the student of that DCI who had taken exit from that programme and is seeking re-entry into the same institution.

4.4 Minimum Eligibility Conditions for Admission

4.4.1 2-Year PG Programme:

A student with a Bachelor Degree subject to fulfillment of the eligibility conditions of a programme as specified by the Staff Council of the respective Department, shall be eligible for admission to a 2-year PG Programme.

The eligibility conditions for admission to PG programmes are given in the *Appendix-4*.

4.4.2 1-Year PG Programme:

A student with a 4-year Bachelor Degree (Honours) or 4-year Bachelor Degree (Honours with Research) with minimum 80 credits in the concerned subject or 1-year PG Diploma with minimum 40 credits in the concerned subject after a 3-year Bachelor Degree, satisfying the eligibility conditions of a programme as specified by the Staff Council of the respective Department (*Appendix-4*), shall be eligible for admission to a 1-year PG Programme.

4.5 Pursuance of Two Academic Programmes Simultaneously:

- a. A student can pursue two full-time PG Programmes in physical mode provided that in such cases, class timings and examination schedule for one programme does not overlap with the class timings and examination schedule of the other programme, and requirements under the scheme of the subject are fulfilled. The DCI and the University shall not be responsible for any such overlapping and consequences thereof.
- b. A student can pursue two PG Programmes simultaneously provided that one programme is in full-time physical mode and another in Open Distance Learning (ODL)/online mode; or one in ODL and other in online mode; or both in ODL/online mode.

4.6 A student can re-enter into 2nd year of a programme if s/he has taken an exit option after 1st year under the provision of lateral admission. In any case, the gap between the exit and the re-entry into the PG Programme should not be more than two academic years subject to the completion of whole PG Programme within 4-years or as per conditions amended by the university from time to time.

4.7 A student having re-appear in only one course either in 5th or 6th Semester at UG level (other than the subject in which s/he wants to seek the admission in 2-year PG Programme) is eligible for provisional admission in a 2-year PG Programme in affiliated Colleges of Kurukshetra University, Kurukshetra. Provided further that such student will not be promoted to 3rd semester/2nd year of 2-year PG Programme, if s/he fails to pass the concerned re-appear course of the UG programme before the start of the 3rd semester/2nd year of the concerned 2-year PG programme and in that case, her/his provisional admission shall automatically stand cancelled. Such student will not be entitled neither for exit nor for PG Diploma.

4.8 A student having re-appear in the qualifying examination will not be eligible for admission to 1-year PG Programme.

4.9 A student, who discontinues her/his studies after having cleared all the courses of 1st semester during the programme due to some compelling reason(s), may be permitted to join the remaining studies and complete the programme and to earn balance credits provided a sufficient time is left to complete the PG programme and the DCI is able to accommodate the candidate(s) subject to provision under the rules of Regulatory Bodies, wherever applicable. The candidate has to pay the full fee for the year in such a case.

5. Subjects and Courses of PG Programmes:

5.1 A student will study Core Courses (CC); Discipline Elective Courses (DEC); Practicum Courses (PC); Open Elective Courses (OEC); Seminar; Constitutional, Human and Moral Values, and IPR (CHM); and Employability and Entrepreneurship Skill Courses (EEC) as per schemes (P or Q or R or S) under PG Curriculum *Framework-1 (Appendix-2)/Framework-2 (Appendix-3)*, as applicable for that PG Programme.

5.2 The DCI will decide and declare the number of seats for Dissertation/Project work of 12 credits in the beginning of each academic session, depending upon the availability of infrastructure and faculty in the DCI. The DCI shall also decide the criteria to allocate the course of Dissertation/Project work to the interested students, in the case when number of such applicants is more than the number of seats available.

5.3 The students, who opt for the Dissertation/Project work outside the DCI, can complete other requisite courses i.e. CC, DEC and EEC in the 4th semester through online mode with the permission of DCI through:

- a. MOOCs through SWAYAM and other such portals approved by UGC and registered on ABC/APAAR. Fee for such online courses has to be paid by the student her/himself.
- b. Online/ODL courses offered by the Center for Distance and Online Education (CDOE), Kurukshetra University, Kurukshetra and fee for such online courses has to be paid by the student her/himself.
- c. Online classes offered by the concerned DCI for these courses.

5.4 Composition of Courses:

5.4.1 A theory course of 4 credits may have 3 credits for lectures and 1 credit for tutorial or may have all 4 credits for lectures. However, tutorial will not be applicable to those programmes which have practicum as a separate course or as a part of the CC and DEC courses and in that case all 4 credits will be dedicated to lectures only.

5.4.2 In the programmes, which do not have practicum as a separate course in the scheme, but have a practicum component in CC or DEC, then 4 credits will be divided into 3 credits for lectures and 1 credit for practicum.

5.4.3 In the Practicum Course (PC), all the 4 credits will be dedicated to Practical/Laboratory/Studio/Project/Survey/Field work/Training, etc.

5.4.4 In the EEC course of 2 credits, 1 credit may be allocated to lecture and 1 credit to practicum, wherever the practicum component is involved or both 2 credits may be dedicated to lectures.

5.4.5 In the CHM and OEC courses, all 2 credits will be allocated to lectures. A student will opt for an Open Elective Course (OEC) of 2 credits from a pool of courses, and offered by the DCI, other than the subject of programme in the 3rd Semester. In the case, when a College/Institute is not able to offer any OEC, different from the subject of PG programme, then students can opt

OEC, other than its subject, from online courses offered by the Centre for Distance and Online Education (CDOE), Kurukshetra University, Kurukshetra or through SWAYAM/NPTEL/other platforms recognized by the UGC and university. Fees for such online courses have to be paid by the student itself.

5.4.6 The weekly teaching hours/workload for theory/tutorial/practicum, components of the courses will be:

- i. 1 credit theory/tutorial = 1 hour.
- ii. 1 credit Practicum = 2 hours.
- iii. The tutorial and practical/laboratory/studio will be conducted in groups of students and one group will comprise of 20 students.
- iv. The teaching hour/workload for tutorial will be 1 hour per week for each group.
- v. The teaching hours/workload of the practical/laboratory will be 2 hours per credit per week for each group.
- vi. In the programmes, where Practicum Course (PC) is Studio/Project/Survey/Field work, etc., of 4 credits, the teaching hours/workload of 8 hours will be counted for the whole class, not in groups, and these hours shall be equally divided among the teachers supervising the students for Studio/Project/Survey/Field work, etc. of the class.
- vii. An option of DEC can be offered for a group of minimum 10 students.
- viii. For seminar course of 2 credits, the Chairperson/Principal/Director will assign the faculty to the students in groups of minimum 20 students. The teaching hours/workload of the seminar course will be 2 hours per week for each group.

5.5 Internship:

- a. A student of the 2-year PG Programme shall be required to undergo an Internship course of 4 credits of 4-6 weeks duration during summer vacation after 2nd semester. If a student opts for exit with 1-year PG Diploma after 2nd semester of 2-year PG Programme, then s/he has to complete Internship course before exit. However, the student, who has taken lateral entry into the 2nd year (i.e. 3rd semester) of PG Programme, need not to repeat the Internship course.
- b. The Internship course will be governed by the prevailing Internship Guidelines of the University.

5.6 Dissertation/Project Work:

A student who opts for Dissertation/Project work of 12 credits in 4th (2nd) semester of 2-year (1-year) PG Programme will be required to do the research work based on systematic, scientific and rigorous investigations on the chosen and approved topic utilizing relevant research methods/techniques/innovations.

- a. A student, who opts for Dissertation/Project work in 4th semester of PG Programme, shall submit a request for allotment of a supervisor mentioning her/his research areas of interest in order of preference to the Chairperson/Principal/Director during 3rd semester. The DCI will allot a qualified supervisor to guide the student for doing research for Dissertation/Project work. A regular full-time teacher of that DCI, who has been approved to supervise Ph.D. scholars by the university, will be eligible to guide the students for Dissertation/Project work.
- b. The student will submit the synopsis to the supervisor. In case of University Teaching Department (UTD), the synopsis will be approved by the Departmental Research Advisory Committee (DRAC) after recommendation of the supervisor.

In case of affiliated Colleges/Institutes, the Principal/Director shall constitute a committee of at least three members of the concerned subject for this purpose at the College/Institute level. The committee will consist of at least one subject expert from Kurukshetra University, Kurukshetra to be nominated by the Chairperson/Director on the request of College/Institute. The request for external expert should reach to the Chairperson/Director before 30th November of the concerned year. The list of students, their approved topics, and names of supervisors along with their synopsis will have to be submitted by the College/Institute to the respective Chairperson/Director latest by 31st January of the concerned year.

- c. The student shall be required to submit three hard copies of her/his dissertation or project report along with soft copy as PDF file to the DCI by 31st May of the concerned year which will be forwarded to the Controller of Examinations for evaluation within a week.
- d. The anti-plagiarism policy of the University will have to be strictly followed by the candidate and the supervisor for dissertation/project report. Similarity report as per anti-plagiarism policy of the university is to be annexed with the dissertation/project report.
- e. Evaluation of the dissertation/project report shall be done by an external examiner. The panel of examiners for evaluation of dissertations/project reports will be approved by the respective PGBOS.
- f. The schedule as specified above is to be strictly followed by the student and DCI and any relaxation will not be allowed. However, in exceptional and genuine cases, late submission may be allowed with a late fee, as decided by the University from time to time.

6. Medium of Instructions and Examination

6.1 For PG Programmes in the Faculty of Arts & Languages, Social Sciences, Education, Indic Studies, Commerce and Management, the medium of instructions shall be Hindi/English.

The question paper shall be set in both English and Hindi, wherever feasible, except in the case of

- a. English, in which the questions shall be set in English.
- b. Sanskrit, in which the questions shall be set in Sanskrit/Hindi.
- c. Other languages, in which the questions shall be set in the language concerned.

6.2 The students shall write their answers:

- a. in English, in case of English language
- b. in the language concerned, in the case of Modern Indian Languages
- c. English/Hindi in the case of other subjects.

6.3 For the subjects in Physical and Life Sciences, the medium of instructions shall be mainly English. Hindi medium will also be offered wherever feasible. The question paper shall be set in English. Bilingual question paper(s) will be provided, wherever possible. The students can write their answers in English/Hindi.

7. Programme and Course Learning Outcomes:

Each programme of study will have well defined **Programme Learning Outcomes (PLOs)** which should be attained for the award of a specific Degree/Diploma.

Each course will have well defined **Course Learning Outcomes (CLOs)** and these CLOs will be mapped with the Programme Learning Outcomes (PLOs) of respective PG programme.

8. Assessment and Evaluation:

8.1 Student Progression and Mentoring:

Each student shall be examined in the course(s) to help their progression through the programme as laid down in the scheme, syllabus and learning outcomes through a system of Continuous Comprehensive Assessment (CCA) using a mix of Internal and End-Term Examinations.

8.1.1 Internal Assessment will be broadly 30% of the total marks and weightage of 70% shall be given to evaluation of End-Term examination(s).

8.1.2 Internal Assessment (30%) shall be broadly based on the following defined components:

- a) Class Participation.
- b) Presentation/Assignment/Quiz/Class Test/Seminar, etc. in case of Theory examination and Seminar/Demonstration/Viva-Voce/Lab record, etc. in case of Practical examination. At least 3 assignments are to be given in each semester.
- c) Mid-Term Examination.

8.1.3 Internal Assessment Marks will be further distributed as per following tables:

Table: 1

Course Composition: Theory/ (Theory +Tutorial)			
Course Credit	Internal Assessment Marks	End-Term Exam Marks	Total Marks
2	15	35	50
3	25	50	75
4	30	70	100

Table: 2

Course Composition: (Theory + Practical)						
Course Credit		Theory		Practical		Total Marks
Theory	Practical	Internal Assessment Marks	End-Term Exam Marks	Internal Assessment Marks	End-Term Exam Marks	
1	1	10	20	5	15	50
2	0	15	35	NA	NA	50
0	2	NA	NA	15	35	50
2	1	15	35	5	20	75
3	0	25	50	NA	NA	75
0	3	NA	NA	25	50	75

2	2	15	35	15	35	100
3	1	20	50	10	20	100
4	0	30	70	NA	NA	100
0	4	NA	NA	30	70	100

Table: 3

Distribution of Internal Assessment Marks of Theory Component of a Course			
Total Internal Assessment Marks (Theory)	Class Participation	Presentation/ Assignment/Quiz/Class Test, etc.	Mid-Term Examination
10	4	NA	6
15	4	4	7
20	5	5	10
25	5	10	10
30	5	10	15

Table: 4

Distribution of Internal Assessment Marks of Practical Component of a Course			
Total Internal Assessment Marks (Practicum)	Class Participation	Demonstration/ Viva-Voce/Lab record/Field work/Survey etc.	Mid-Term Exam
5	NA	5	NA
10	5	5	NA
15	5	10	NA
25	5	10	10
30	5	10	15

8.1.4 Absence from Internal Assessment test and/or Mid-Term examination will lead to award of zero marks in that component of Internal Assessment.

8.2 Every candidate shall be examined according to the scheme of examinations and syllabus of concerned PG programme as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, will take the examinations according to the syllabus prescribed by the university for regular students appearing for that examination.

8.3 The pass percentage will be 40% (Grade 'P') both for theory and practicum End-Term Examination. A student has to obtain minimum 40% marks (Grade 'P') in aggregate (sum of the Internal Assessment and End-Term Examination marks) and in End-Term Examination separately to qualify a course.

8.4 A dissertation/project work will be of total 12 credits (300 marks). The evaluation of dissertation/project work will have two components. In the first part, dissertation/project report will be evaluated for 200 marks on the parameters laid down in the proforma for the evaluation of dissertation (*Appendix-5*) and the second part of the evaluation will comprise of 100 marks in which the student will give a presentation on the dissertation and an open viva-voce examination will be conducted by the external examiner.

8.5 The Chairperson/Principal/Director 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 of the university as notified by the Controller of Examinations. A late fee, as prescribed by the university from time to time, shall be charged from the DCI for if awards are not submitted in time.

8.6 Internal Assessment marks of a course shall be carried forward in case of re-appear examination of that course.

8.7 The Chairperson/Principal/Director shall maintain the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the university, up to six months from the date of declaration of concerned semester examination results.

8.8 The Chairperson/Principal/Director shall manage teaching, paper setting, conducting examination and evaluation of CHM course and evaluation of OEC at the DCI level and will upload the awards. The DCI will maintain the record of answer books and examination record on the basis of which the awards have been prepared, for inspection, if needed by the university, up to six months from the date of declaration of concerned semester examination results.

9. Eligibility for Examination:

9.1 End-Term Examination shall be open to a regular student who:

- a. has been on the rolls of the DCI during the semester.
- b. has passed the requisite qualifying examination, if s/he is a candidate for the first semester Examination.
- c. has her/his examination form submitted on the university portal through the Chairperson/Principal/Director of the concerned DCI.
- d. has attended not less than 75% of the lectures in a course. This requirement shall be fulfilled separately for each course of the programme. A deficiency in the prescribed course (Lectures/Practicum, etc.) may be condoned by the Chairperson/Principal/ Director of the DCI in deserving cases up to 15%.

9.2 The condonation up to 15% shall also include the loss of attendance due to participation in the cultural and sports assignments, etc. Provided further that, a student who participates in the Inter-University Tournaments or Inter University Youth Festivals or Republic Day Parade may be allowed additional condonation on this ground up to 10% in each paper on a certificate from the Director, Physical Education and Sports; Director, Youth and Cultural Affairs; Programme Coordinator, NSS; ANO, NCC as the case may be, subject to the condition that such a student shall not be allowed to appear in the examination if her/his attendance, after condonation on all counts, falls below 50%.

9.3 A candidate, who has not attended the requisite percentage of lectures/practicum, shall not be eligible to take the End-Term Examinations in the concerned theory/practicum course unless s/he

repeats the course and obtains the requisite attendance but will be eligible to take examination in the remaining paper(s).

10. Duration for Passing the Programme:

10.1 A student can complete a 2-year PG programme within four years. A student, who fails to pass the whole examination(s) of a 2-year PG programme within four years of admission but has passed all courses of first two semesters and also has completed the requisite internship of the programme, shall be awarded with Postgraduate Diploma on the basis of courses completed and credits earned, if otherwise eligible.

10.2 A student can complete a 1-year PG programme within two years.

10.3 Each student will have to open an account on Academic Bank of Credit (ABC) or APAAR portal through their concerned DCI if s/he does not have an active ABC account. At the end of each semester, credits earned by the student will be uploaded in her/his respective ABC account. A student registered in ABC account for a programme will be allowed to complete the respective programme within four years or as notified from time to time.

11. Conditions for Promotion to Higher Semester and Rules for Re-appear:

11.1 A candidate who has attended the prescribed classes of a course(s) of a programme in the DCI in a semester and was eligible but did not appear in the End-Term examinations or has appeared but failed, may be allowed on the recommendation of the Chairperson/Principal/Director of the DCI to appear/re-appear as an ex-student in the End-Term examinations of that course(s) as the case may be, in the subsequent semesters examination up to two times or as allowed by the university from time to time when such examination(s) are held without attending the course(s) again. While re-appearing in the examination, the student shall be exempted from appearing in the course(s)/practical(s) in which s/he has obtained pass marks.

Provided that after completion of regular studies for the whole duration of a programme, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out courses under the permissible chances, within the prescribed time period.

11.2 A candidate, who has appeared and failed in one or more courses of the first semester, shall be allowed to study for and to appear in the second semester examinations, if otherwise eligible. Such a student may pursue her/his studies for the next higher semester(s) and appear in the examination(s) for the same along with the examination for the lower semester(s).

11.3 A candidate who could not complete or has failed in a Dissertation/Project work/Internship, s/he will get only one chance to repeat the project work at the end of the next semester. Further, if the candidate still fails or remains absent in the Dissertation/Project/Internship, then s/he will not be eligible for the award of the concerned PG Degree/Diploma.

12. Examinations and Result:

12.1 End-Term Examinations for the odd semesters shall ordinarily be held in November/December and for the even semesters in May/June, on such dates as may be notified by the Controller of Examinations from subject to the amendments made by the university from time to time.

12.2 Supplementary examinations will be held for re-appear candidates as under:

Semester	When held
Odd Semester	Along with the First, and Third Semester
Even	Along with the Second, and Fourth Semester
Third	Along with or after the Fourth Semester

Fourth	Along with or after the Third Semester
Any Semester	Flexi exam on the request of the candidate on a special fee prescribed by the University from time to time

12.3 The last date(s) by which the examination forms shall be uploaded on the examination portal shall be as per the schedule notified by the Controller of Examinations from time to time.

12.4 The amount of examination fee to be paid by a student for each semester shall be as prescribed by the university from time to time.

12.5 The minimum Semester Grade Point Average (SGPA) to qualify a semester shall be 4.00 and minimum Cumulative Grade Point Average (CGPA) required for the award of the PG Degree/Diploma shall be 4.00.

12.6 The Examination Branch shall prepare the Grade/Result and the Controller of Examinations will notify the same within the stipulated time.

12.7 If a student is not able to pass any semester examinations during her/his regular studies in the programme, her/his pass credits will be accumulated in the ABC and s/he can pass the deficient courses any time within 4-years or as stipulated in the ABC from time to time.

12.8 A student who discontinues her/his studies may be permitted to join the remaining studies and complete balance credits as per Clause 4.9.

12.9 Award of Grades:

Award of grades and the corresponding grade points will be based on absolute marks as per the following table:

Letter Grade	Grade Point	Percent Marks
O (Outstanding)	10	>85
A+ (Excellent)	9	>75
A (Very Good)	8	>65
B+(Good)	7	>55
B (Above Average)	6	>50
C (Average)	5	>40
P (Pass)	4	40
F (Fail)	0	< 40
Ab	0	Absent

- The multiplication factor for conversion from SGPA/CGPA to equivalent percentage of marks shall be 10.
- A candidate who has not attended requisite percentage of lectures in a course will also be awarded Grade 'F'. Such a candidate will have to repeat that course to complete the attendance requirement.

- c. If 'F'/'Ab' Grade is awarded to a candidate in Project work/Dissertation/Field training/Internship/Field work, s/he will get only one more chance to appear in viva voce/repeat the Project work/Dissertation/Field training/Internship/Field work, as per recommendation of the examiner at the end of next semester. However, if a candidate still gets 'F'/'Ab' Grade in Project work/Dissertation/Field training/Internship/Field work, the same will not be eligible for the award of Degree/Diploma.
- d. A candidate eligible to take the examination obtaining Grade 'F'/'Ab' will be considered to have failed in the examination/course(s). Such a student will be required to re-appear in that examination/course(s) within the permissible chances as given in Clause 11.2.

12.10 Computation of SGPA and CGPA:

The following shall be the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- a. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a candidate in all the courses taken by the candidate in a semester to the sum of the number of credits of all the courses undertaken by the candidate in that semester, i.e.

$$SGPA(S_j) = \frac{\sum (C_i \times G_i)}{\sum C_i}$$

where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course in the j^{th} semester.

- b. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \frac{\sum (N_j \times S_j)}{\sum N_j}$$

where S_j is the SGPA of the j^{th} semester and N_j is the total number of credits in that semester.

- c. The SGPA and CGPA shall be rounded off to 2 digits after decimal place and shall be reported in the Detail-Grade-Certificate (DGC).

Total marks of each semester and grand total of the whole programme will be reflected along with CGPA in the transcript of the successful candidates.

- d. A merit list will be prepared for a programme and Gold Medal will be awarded to a candidate securing highest CGPA provided the candidate must have passed all the semester examinations in the first attempt and within minimum duration of the programme. In case, when more than one candidate has the same CGPA, then Gold Medal shall be decided on the basis of actual obtained total marks in the programme.

13. Improvement:

13.1 A candidate, who has passed a PG Programme from Kurukshetra University, Kurukshetra and is desirous of improving her/his CGPA in the respective programme (Degree/PG Diploma), will be allowed to appear within next four semesters (next two semesters in case of PG Diploma) examinations after passing the last semester examination to appear as an ex-student in one or more theory course(s) and shall pay examination fee for the whole semester examination in which s/he opts to appear. The prevailing rules, syllabus and fees shall be applicable for improvement examinations.

The candidate will take the examination according to the syllabi in force for the regular students in that semester examination.

13.2 The result of improvement examinations shall be declared only if a candidate improves her/his CGPA of the respective programme. Provided further that if a student does not want to avail the remaining chances out of permissible four (two) total chances for improvement, then s/he will submit an undertaking to this effect for declaration of her/his final result. The fact that student has improved the performance/grade shall be mentioned in the Detailed-Grade-Certificate of the candidate.

13.3 Improvement shall not be allowed in Internal Assessment/Practicals/Internship/Field Work/Project/Seminar/Studio/Dissertation/Project work etc.

14. Award of Grace Marks:

Grace marks will be awarded according to the university rules prevailing from time to time.

15. The ordinance in force at the time when a student joins the programme shall hold good only for the examination held during or at the end of the academic year and nothing in this ordinance shall be deemed to debar the university from amending the ordinance and the amended ordinance, if any, shall apply to all the students whether old or new.

16. Notwithstanding anything mentioned above, the Vice-Chancellor can relax any rule in exceptional cases or when situation demands so.

17. Transitory Provision:

Students admitted to PG Programmes under semester system in the DCI prior to the academic session 2024-25 shall be governed by the old rules as applicable for that programme for that session. The present rules shall be applicable to the students who take admission in a PG programme according to Curriculum and Credit Framework for PG Programmes (CCFPG) as per NEP-2020 w.e.f. the academic session 2024-25.

For the students who are admitted during the session 2024-25 in a PG programme which is not covered in Curriculum and Credit Framework for PG Programmes (CCFPG) as per NEP-2020, the existing ordinance for that programme shall remain applicable.

FRAMEWORK 1: Scheme P

Scheme	Semester	Courses				Total Credits
		Core Courses	Elective Courses	Practicum Courses/Dissertation / Project work	Seminar/Value Added Course/Open Elective Course/Employability & Entrepreneurship Skills Course	
P	I	CC- 1 4 Credits CC- 2 4 Credits CC- 3 4 Credits		PC-1 4 Credits PC-2 4 Credits	Seminar 2 Credits	22
P	II	CC- 4 4 Credits CC- 5 4 Credits CC- 6 4 Credits		PC-3 4 Credits PC-4 4 Credits	CHM 2 Credits	22
An internship course of 4 Credits of 4-6 weeks duration during summer vacation after II nd semester is to be completed by every student. Internship can be either for enhancing the employability or for developing the research aptitude.						
P	III	CC- 7 4 Credits CC- 8 4 Credits	DEC-1 4 Credits	PC-5 4 Credits PC-6 4 Credits	OEC 2 Credits	22
P	IV	CC-9 4 Credits CC-10 4 Credits	DEC-2 4 Credits	PC-7 4 Credits PC-8 4 Credits	EEC 2 Credits	22
Scheme of Semester IV when a student opts for Dissertation or Project Work						
p	IV		DEC-2 4 Credits DEC-3 4 Credits	12 Credits	EEC 2 Credits	22
		OR				
		CC-9 4 Credits	DEC-2 4 Credits			

FRAMEWORK 1: Scheme Q

Scheme	Semester	Courses				Total Credits
		Core Courses	Elective Courses	Practicum Courses/ Dissertation/ Project work	Seminar/Value Added Course/Open Elective Course/Employability & Entrepreneurship Skills Course	
Q	I	CC- 1 4 Credits CC- 2 4 Credits CC- 3 4 Credits CC- 4 4 Credits		PC-1 4 Credits	Seminar 2 Credits	22
Q	II	CC- 5 4 Credits CC- 6 4 Credits CC- 7 4 Credits CC- 8 4 Credits		PC-2 4 Credits	CHM 2 Credits	22
An internship course of 4 Credits of 4-6 weeks duration during summer vacation after II nd semester is to be completed by every student. Internship can be either for enhancing the employability or for developing the research aptitude.						
Q	III	CC- 9 4 Credits CC- 10 4 Credits	DEC-1 4 Credits DEC-2 4 Credits	PC-3 4 Credits	OEC 2 Credits	22
Q	IV	CC- 11 4 Credits CC- 12 4 Credits	DEC-3 4 Credits DEC-4 4 Credits	PC-4 4 Credits	EEC 2 Credits	22
Scheme of Semester IV when a student opts for Dissertation or Project Work						
Q	IV		DEC-3 4 Credits DEC-4 4 Credits	12 Credits	EEC 2 Credits	22
		OR				
		CC-11 4 Credits	DEC-3 4 Credits			

0FRAMEWORK 1: Scheme R

Scheme	Semester	0Courses				Total Credits
		Core Courses	Elective Courses	Practicum Courses/ Dissertation/ Project work	Seminar/Value Added Course/Open Elective Course/Employability & Entrepreneurship Skills Course	
R	I	CC- 1 4 Credits CC- 2 4 Credits CC- 3 4 Credits CC- 4 4 Credits	DEC-1 4 Credits		Seminar 2 Credits	22
R	II	CC- 5 4 Credits CC- 6 4 Credits CC- 7 4 Credits CC- 8 4 Credits	DEC-2 4 Credits		CHM 2 Credits	22
An internship course of 4 Credits of 4-6 weeks duration during summer vacation after II nd semester is to be completed by every student. Internship can be either for enhancing the employability or for developing the research aptitude.						
R	III	CC- 9 4 Credits CC- 10 4 Credits	DEC-3 4 Credits DEC-4 4 Credits DEC-5 4 Credits		OEC 2 Credits	22
R	IV	CC- 11 4 Credits CC- 12 4 Credits	DEC-6 4 Credits DEC-7 4 Credits DEC-8 4 Credits		EEC 2 Credits	22
Scheme of Semester IV when a student opts for Dissertation or Project Work						
R	IV		DEC-6 4 Credits DEC-7 4 Credits	12 Credits	EEC 2 Credits	22
		OR				
		CC-11 4 Credits	DEC-6 4 Credits			

FRAMEWORK 1: Scheme S

Scheme	Semester	Courses				Total Credits
		Core Courses	Elective Courses	Dissertation/ Project work	Seminar/VAC/OEC/EEC	
S	I	CC- 1 4 Credits CC- 2 4 Credits CC- 3 4 Credits CC- 4 4 Credits CC- 5 4 Credits			Seminar 2 Credits	22
S	II	CC- 6 4 Credits CC- 7 4 Credits CC- 8 4 Credits CC- 9 4 Credits CC- 10 4 Credits			CHM 2 Credits	22
An internship course of 4 Credits of 4-6 weeks duration during summer vacation after II nd semester is to be completed by every student. Internship can be either for enhancing the employability or for developing the research aptitude.						
S	III	CC- 11 4 Credits	DEC-1 4 Credits DEC-2 4 Credits DEC-3 4 Credits DEC-4 4 Credits		OEC 2 Credits	22
S	IV	CC- 12 4 Credits	DEC-5 4 Credits DEC-6 4 Credits DEC-7 4 Credits DEC-8 4 Credits		EEC 2 Credits	22
Scheme of Semester IV when a student opts for Dissertation or Project Work						
S	IV		DEC-5 4 Credits DEC-6 4 Credits	12 Credits	EEC 2 Credits	22
		OR				
		CC- 12 4 Credits	DEC-5 4 Credits			

Notes on (Framework-1):

1. A Department/Institute can select either the Scheme P or Q or R or S. The same scheme will be followed in subsequent semesters.
2. In the Scheme P, there will be 4 theory core courses and two practical courses each of 4 Credits.
3. In the Scheme Q, there will be 5 theory core courses and one practical course each of 4 Credits.
4. In the Scheme R, there will be 4 theory core courses and two elective courses each of 4 Credits.
5. In the Scheme S, there will be 5 theory core courses and one elective course each of 4 Credits.
6. One course of the type Skill Enhancement Course /Vocational Course in each year may be provided from the subject. This course can be a Practicum or Discipline Elective or Core Course within the framework.
7. **An internship course of 4 Credits of 4-6 weeks duration during summer vacation after IInd semester is to be completed by every student. Internship can be either for enhancing the employability or for developing the research aptitude.**
8. If a student takes exit after the successful completion of first two semesters after earning 48 Credits, then a **Post Graduate Diploma in <Subject> or Post Graduate Diploma in < Discipline >**will be awarded to that candidate.
9. One course of 2 Credits on Constitutional, Human and Moral values, and IPR (CHM) will be compulsory for all the PG programmes.
10. One Open Elective course (OEC), other than the <subject> of the programme, of 2 Credits out of the pool of OEC will be opted by a student in the IIIrd semester.
11. A student will be awarded with **Master of <Discipline> in <Subject> or Master of <Discipline>** after successful completion of 2-year PG Programme by earning 92 Credits

OR

A student will be awarded with **Master of <Discipline> in <Subject> or Master of <Discipline>** after successful completion of 1 year PG Programme by earning 44 Credits in the case of lateral entry to 2nd year after 4-year UG Programme with Honours or Honours with Research or one year **Post Graduate Diploma in <Subject> or Post Graduate Diploma in < Discipline>**.

FRAMEWORK 2: Scheme P

Scheme	Semester	Subject				Total Credits
		Core Courses	Elective Courses	Practicum Courses/Dissertation/Project work	Seminar/Value Added Course/Open Elective Course/Employability & Entrepreneurship Skills Course	
P	I	CC- 1 4 Credits CC- 2 4 Credits CC- 3 4 Credits CC- 4 4 Credits		PC-1 4 Credits PC-2 4 Credits	Seminar 2 Credits	26
P	II	CC- 5 4 Credits CC- 6 4 Credits CC- 7 4 Credits CC- 8 4 Credits		PC-3 4 Credits PC-4 4 Credits	CHM 2 Credits	26
An internship course of 4 Credits of 4-6 weeks duration during summer vacation after IInd semester is to be completed by every student. Internship can be either for enhancing the employability or for developing the research aptitude.						
P	III	CC- 9 4 Credits CC- 10 4 Credits	DEC-1 4 Credits DEC-2 4 Credits	PC-5 4 Credits PC-6 4 Credits	OEC 2 Credits	26
P	IV	CC-11 4 Credits CC-12 4 Credits	DEC-3 4 Credits DEC-4 4 Credits	PC-7 4 Credits PC-8 4 Credits	EEC 2 Credits	26
Scheme of Semester IV when a student opts for Dissertation or Project Work						
p	IV		DEC-3 4 Credits DEC-4 4 Credits DEC-5 4 Credits	12 Credits	EEC 2 Credits	26
		OR				
		CC-11 4 Credits	DEC-3 4 Credits DEC-4 4 Credits			

FRAMEWORK 2: Scheme Q

Scheme	Semester	Subject				Total Credits
		Core Courses	Elective Courses	Practicum Courses/ Dissertation/ Project work	Seminar/Value Added Course/Open Elective Course/Employability & Entrepreneurship Skills Course	
Q	I	CC- 1 4 Credits CC- 2 4 Credits CC- 3 4 Credits CC- 4 4 Credits CC- 5 4 Credits		PC-1 4 Credits	Seminar 2 Credits	26
Q	II	CC- 6 4 Credits CC- 7 4 Credits CC- 8 4 Credits CC- 9 4 Credits CC- 10 4 Credits		PC-2 4 Credits	CHM 2 Credits	26
An internship course of 4 Credits of 4-6 weeks duration during summer vacation after IInd semester is to be completed by every student. Internship can be either for enhancing the employability or for developing the research aptitude.						
Q	III	CC- 11 4 Credits CC- 12 4 Credits	DEC-1 4 Credits DEC-2 4 Credits DEC-3 4 Credits	PC-3 4 Credits	OEC 2 Credits	26
Q	IV	CC- 13 4 Credits CC- 14 4 Credits	DEC-4 4 Credits DEC-5 4 Credits DEC-6 4 Credits	PC-4 4 Credits	EEC 2 Credits	26
Scheme of Semester IV when a student opts for Dissertation or Project Work						
Q	IV		DEC-4 4 Credits DEC-5 4 Credits DEC-6 4 Credits	12 Credits	EEC 2 Credits	26
		OR				
		CC-13 4 Credits	DEC-4 4 Credits DEC-5 4 Credits			

FRAMEWORK 2: Scheme R

Scheme	Semester	Subject				Total Credits
		Core Courses	Elective Courses	Practicum Courses/ Dissertation work/ Project work	Seminar/Value Added Course/Open Elective Course/Employability & Entrepreneurship Skills Course	
R	I	CC- 1 4 Credits CC- 2 4 Credits CC- 3 4 Credits CC- 4 4 Credits	DEC-1 4 Credits DEC-2 4 Credits		Seminar 2 Credits	26
R	II	CC- 5 4 Credits CC- 6 4 Credits CC- 7 4 Credits CC- 8 4 Credits	DEC-3 4 Credits DEC-4 4 Credits		CHM 2 Credits	26
An internship course of 4 Credits of 4-6 weeks duration during summer vacation after II nd semester. Internship can be either for enhancing the employability or for developing the research aptitude.						
R	III	CC- 9 4 Credits CC- 10 4 Credits	DEC-5 4 Credits DEC-6 4 Credits DEC-7 4 Credits DEC-8 4 Credits		OEC 2 Credits	26
R	IV	CC- 11 4 Credits CC- 12 4 Credits	DEC-9 4 Credits DEC-10 4 Credits DEC-11 4 Credits DEC-12 4 Credits		EEC 2 Credits	26
Scheme of Semester IV when a student opts for Dissertation Work or Project Work						
R	IV		DEC-9 4 Credits DEC-10 4 Credits DEC-11 4 Credits	12 Credits	EEC 2 Credits	26
		OR				
		CC-11 4 Credits	DEC-9 4 Credits DEC-10 4 Credits			

FRAMEWORK 2: Scheme S

Scheme	Semester	Subject				Total Credits
		Core Courses	Elective Courses	Practicum Courses/ Dissertation work/ Project work	Seminar/Value Added Course/Open Elective Course/Employability & Entrepreneurship Skills Course	
S	I	CC- 1 4 Credits CC- 2 4 Credits CC- 3 4 Credits CC- 4 4 Credits CC- 5 4 Credits	DEC-1 4 Credits		Seminar 2 Credits	26
S	II	CC- 6 4 Credits CC- 7 4 Credits CC- 8 4 Credits CC- 9 4 Credits CC- 10 4 Credits	DEC-2 4 Credits		CHM 2 Credits	26
An internship course of 4 Credits of 4-6 weeks duration during summer vacation after II nd semester. Internship can be either for enhancing the employability or for developing the research aptitude.						
S	III	CC- 11 4 Credits CC- 12 4 Credits	DEC-3 4 Credits DEC-4 4 Credits DEC-5 4 Credits DEC-6 4 Credits		OEC 2 Credits	26
S	IV	CC- 13 4 Credits CC- 14 4 Credits	DEC-7 4 Credits DEC-8 4 Credits DEC-9 4 Credits DEC-10 4 Credits		EEC 2 Credits	26
Scheme of Semester IV when a student opts for Dissertation Work or Project Work						
S	IV		DEC-7 4 Credits DEC-8 4 Credits DEC-9 4 Credits	12 Credits	EEC 2 Credits	26
		OR				
		CC-13 4 Credits	DEC-7 4 Credits DEC-8 4 Credits			

Notes on (Framework-2):

1. A Department/Institute can select either the Scheme P or Q or R or S. The same scheme will be followed in subsequent semesters.
2. In the Scheme P, there will be 4 theory core courses and two practical courses each of 4 Credits.
3. In the Scheme Q, there will be 5 theory core courses and one practical course each of 4 Credits.
4. In the Scheme R, there will be 4 theory core courses and two elective courses each of 4 Credits.
5. In the Scheme S, there will be 5 theory core courses and one elective course each of 4 Credits.
6. One course of the type Skill Enhancement Course/Vocational Course in each year may be provided from the subject. This course can be a Practicum or Discipline Elective or Core Course within the framework.
7. **An internship course of 4 Credits of 4-6 weeks duration during summer vacation after IInd semester is to be completed by every student. Internship can be either for enhancing the employability or for developing the research aptitude.**
8. If a student takes exit after the successful completion of first two semesters after earning 56 Credits, then a **Post Graduate Diploma in <Subject> or Post Graduate Diploma in < Discipline >** will be awarded to that candidate.
9. One course of 2 Credits on Constitutional, Human and Moral Values, and IPR (CHM) will be compulsory for all the PG programmes.
10. One Open Elective course (OEC), other than the <subject> of the programme, of 2 Credits out of the pool of OEC will be opted by a student in the IIIrd semester.
11. A student will be awarded with **Master of <Discipline> in <Subject> or Master of <Discipline>** after successful completion of 2-year PG Programme by earning 108 Credits

OR

A student will be awarded with **Master of <Discipline> in <Subject> or Master of <Discipline>** after successful completion of 1 year PG Programme by earning 52 Credits in the case of lateral entry to 2nd year after 4-year UG Programme with Honours or Honours with Research or one year **Post Graduate Diploma in <Subject> or Post Graduate Diploma in < Discipline >.**

Faculty of Arts & Languages	
Name of the Programme	Eligibility Conditions
M.A. English	For 2-year PG Programme M.A. English: 3-year Bachelor's Degree with at least 50 per cent marks or equivalent CGPA in aggregate. OR 3-year Bachelor's Degree with English as a Major or Minor subject and with at least 50 per cent marks or equivalent CGPA in aggregate.
	For 1-year PG Programme English: 4-year B.A (Honours) or B.A (Honours with Research) Degree with at least 80 credits in English and with at least 50 per cent marks or equivalent CGPA in aggregate. OR One year PG Diploma in English after 3-Year Bachelor Degree with minimum 40 credits in English with at least 50 per cent marks or equivalent CGPA in aggregate.
M.A. (Hindi)	For 2-year PG Programme M.A. Hindi: B.A. (Hons) in Hindi OR Bachelor's Degree in any discipline with atleast 50% marks in aggregate or 45% marks in the subject of Hindi / Sanskrit (compulsory / elective) / Functional Hindi / prabhakar. OR Shastri Examination (new scheme) of three year duration with 45% marks in aggregate.
	For 1-year PG Programme M.A. Hindi:
M.Lib. & Inf. Sc.	For 2-year PG Programme Master of Library & Information Science: Bachelor's or Master's Degree Examination in any discipline from this university or an examination recognized as equivalent thereto with atleast 45% marks in aggregate. The degree with the higher percentage will be considered for admission.
	For 1-year PG Programme Master of Library & Information Science:
M.A. Panjabi	For 2-year PG Programme M.A. Panjabi: 3-year Bachelor Degree with at least 45 per cent marks or equivalent CGPA in aggregate. OR 3-year Bachelor Degree with Panjabi as a Major or Minor subject and with at least 45 per cent marks or equivalent CGPA in aggregate.
	For 1-year PG Programme M.A. Panjabi : 4-year B.A (Honours)/B.Sc. (Honours)/B.Com (Honours) or B.A (Honours with Research)/B.Sc. (Honours with Research)/ B. Com (Honours with Research) Degree with at least 80 credits in the Panjabi and with at least 50 per cent marks or equivalent CGPA in aggregate. OR One year PG Diploma in Panjabi, with minimum 40 credits in the concerned subject with at least 50 per cent marks or equivalent CGPA in aggregate, after 3 year Bachelor Degree.

Faculty of Social Sciences	
Name of the Programme	Eligibility Conditions
M.A. Economics	For 2-year PG Programme M.A. Economics: Graduation in any discipline with 50 % aggregate marks or with 45 % marks in economics.
	For 1-year PG Programme M.A. Economics:
M.A. Business Economics	For 2-year PG Programme M.A. Business Economics Graduation in any discipline with 50 % marks or 45 % in Economics .
	For 1-year PG Programme M.A. Business Economics:
M.A. Political Science	For 2-year PG Programme M.A. Political Science: B.A.(Hons.) in Political Science with 45% marks in aggregate. OR B.A. with atleast 45% marks in the subject of Political Science/Public Administration/ Sociology/ History/ Economics. OR Bachelor's Degree in any discipline with atleast 50% marks.
	For 1-year PG Programme M.A. Political Science:
M.A. Defence and Strategic Studies	For 2-year PG Programme M.A. Defence and Strategic Studies: B.A. with 45% marks in the subject of Military Science. OR Bachelor's Degree in any discipline with atleast 50% marks
	For 1-year PG Programme M.A. Defence and Strategic Studies:
M.A. Psychology	For 2-year PG Programme M.A. Psychology: B.A. (Hons.) in Psychology with 45% marks in aggregate. OR Bachelor's Degree in any discipline with atleast 50% marks in aggregate or 45% marks in the subject of Psychology.
	For 1-year PG Programme M.A. Psychology:
M.A. Public Administration	For 2-year PG Programme M.A. Public Administration: Bachelor's Degree in any discipline with 50% marks in aggregate. OR Bachelor's Degree with 45% marks in the subject of Public Administration/Political Science/History/Sociology/Economics.
	For 1-year PG Programme M.A. Public Administration:
M.A. Sociology	For 2-year PG Programme M.A. Sociology: 3-year Bachelor Degree with at least 50 percent marks or equivalent CGPA in aggregate or 45 percent marks in the subject of Sociology/ Psychology/Social Work.

	For 1-year PG Programme M.A. Sociology: 4-year B.A (Honours with Research) Degree with at least 80 credits in the Sociology and with at least 50 percent marks or equivalent CGPA in aggregate. OR One year PG Diploma in Sociology, with minimum 40 credits in the concerned subject with at least 50 percent marks or equivalent CGPA in aggregate, after 3 year Bachelor Degree.
MSW	For 2-year PG Programme Master of Social Work: Bachelor's Degree in any discipline with 50% marks in aggregate.
	For 1-year PG Programme Master of Social Work:
M.A. Women's Studies	For 2-year PG Programme M.A. Women's Studies: Bachelor's Degree in any discipline with atleast 50% marks or equivalent CGPA in aggregate.
	For 1-year PG Programme M.A. Women's Studies: PG Diploma in Women's Studies with atleast 50% marks or equivalent CGPA in aggregate.
PG Diploma in Women's Studies	Bachelor's Degree in any discipline with atleast 50% marks or equivalent CGPA in aggregate.
Faculty of Life Sciences	
Name of the Programme	Eligibility Conditions
M.Sc. Biochemistry	For 2-year PG Programme M.Sc. Biochemistry: 3-year Bachelor Degree in any branch of Life Sciences with at least 50 per cent marks or equivalent CGPA in aggregate. OR B.Pharmacy/ BMLT/ B.V.Sc. with at least 50 per cent marks or equivalent CGPA in aggregate. OR B.Sc (Hons) in any branch of Life Sciences with atleast 50 percent marks or equivalent CGPA in aggregate.
	For 1-year PG Programme M.Sc. Biochemistry: 4-year B.Sc. (Honours) in Biochemistry /B.Sc. (Honours with Research) Degree in Biochemistry with at least 80 credits and with at least 50 per cent marks or equivalent CGPA in aggregate. OR One year PG Diploma in Biochemistry with minimum 40 credits in the concerned subject with at least 50 per cent marks or equivalent CGPA in aggregate, after 3 year Bachelor Degree. Note: B.Sc. MLT (lateral entry) and B.Sc. (Non-Medical) are not eligible in M.Sc. Biochemistry.
M.Sc. Biotech.	For 2-year PG Programme M.Sc. BioTech.: Bachelor's Degree with 50% marks in B.Sc. with Botany, Genetics, Zoology, Biochemistry, Microbiology or Biotechnology as one of the main subjects.
	For 1-year PG Programme M.Sc. BioTech.:
M.Sc. Botany	For 2-year PG Programme M.Sc. Botany. 3-year B.Sc. Degree with Botany as one of the subjects in all the 3 years with at least 50 percent marks or equivalent CGPA in aggregate.
	OR 3 year B.Sc. degree with minimum 24 credits in Botany and with at least 50 marks or equivalent CGPA in aggregate.

	<p>For 1-year PG Programme M.Sc. Botany: 4- B.Sc. (Honours) or B.Sc. (Honours with Research) Degree with at least 80 credits in Botany and with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>One year PG Diploma in Botany with minimum 40 credits in Botany with at least 50 per cent marks or equivalent CGPA in aggregate, after 3 year Bachelor Degree.</p>
M.Sc. Home Science (Food, Nutrition and Dietetics)	<p>For 2-year PG Programme M.Sc. Home Science (Food, Nutrition and Dietetics): 3year B.Sc./ B.Voc Degree with Home Science/ Community Science/ Foods and Nutrition/ Clinical Nutrition & Dietetics/ Human Nutrition & Dietetics/ Nutrition and Dietetics/Agriculture/ any branch of Life Sciences/ Medical Sciences with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>3 year B.Sc./B.Voc Degree with minimum 24 credits in Food/ Nutrition/ Dietetics and with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>For 1-year PG Programme M.Sc. Home Science (Food, Nutrition and Dietetics): 4 year B.Sc. (Honours)/ B.Sc. (Honours with Research) degree with specialization in Food, Nutrition and Dietetics/ Food and Nutrition with at least 80 credits and with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>One year PG Diploma in Nutrition and Dietetics with minimum 40 credits in the concerned subject and with at least 50 per cent marks or equivalent CGPA in aggregate after 3 year B.Sc./ B.Voc Degree with Home Science/ Community Science/ Foods and Nutrition/ Clinical Nutrition & Dietetics/ Human Nutrition & Dietetics/ Nutrition and Dietetics.</p> <p>Note: A Candidate who has passed B.A. with Home Science as one of the main subject or B.A. with any subject combination is not eligible for admission to M.Sc. Home Science programme for any field of specialization.</p>
M.Sc. Home Science (Human Development)	<p>For 2-year PG Programme M.Sc. Home Science (Human Development): 3year B.Sc./ B.Voc Degree with Home Science/ Community Science/ Clinical Psychology/ any branch of Life Sciences/ Medical Sciences with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>3 year B.Sc./B.Voc Degree with minimum 24 credits in Food/ Nutrition/ Dietetics/ Child Development/ Human Development/ Clinical Psychology with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>For 1-year PG Programme M.Sc. Home Science (Human Development): 4 year B.Sc. (Honours)/ B.Sc. (Honours with Research) degree with specialization in Human Development with at least 80 credits and with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>One year PG Diploma in Child Guidance and Family Counselling with minimum 40 credits in the concerned subject with at least 50 per cent marks or equivalent CGPA in aggregate after three year B.Sc./ B.Voc degree with Home Science/ Community Science.</p> <p>Note: A Candidate who has passed B.A. with Home Science as one of the main subject or B.A. with any subject combination is not eligible for admission to M.Sc. Home Science programme for any field of specialization.</p>

M.Sc. Home Science (Clothing and Textiles)	<p>For 2-year PG Programme M.Sc. Home Science (Clothing and Textiles): 3year B.Sc./ B.Voc Degree with Home Science/ Community Science/ Fashion Designing/ Fashion and Apparel Designing/ Fashion and Textile Designing/ Fashion Technology/ Textile and Fashion Designing with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>3 year B.Sc./B.Voc Degree with minimum 24 credits in Fashion Design/ Apparel Design/ Textile Design/ Fashion Technology/ Textile and Fashion Designing with at least 50 per cent marks or equivalent CGPA in aggregate.</p>
	<p>For 1-year PG Programme M.Sc. Home Science (Clothing and Textiles): 4 year B.Sc. (Honours)/ B.Sc. (Honours with Research) degree with at least 80 credits in Clothing, Textile and Fashion Designing/ Clothing and Textiles with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>One year PG Diploma in Clothing and Textiles with minimum 40 credits in the concerned subject with at least 50 per cent marks or equivalent CGPA in aggregate after 3 year B.Sc./ B.Voc degree with Home Science/ Community Science/ Fashion Designing/ Fashion and Apparel Designing/ Fashion and Textile Designing/ Fashion Technology/ Textile and Fashion Designing. Note: A Candidate who has passed B.A. with Home Science as one of the main subject or B.A. with any subject combination is not eligible for admission to M.Sc. Home Science programme for any field of specialization.</p>
M.Sc. Microbiology	<p>For 2-year PG Programme M.Sc. Microbiology: Bachelor of Science (B.Sc.) with 50% marks with Botany/Genetics/Zoology/Biochemistry/Microbiology/Biotechnology/Industrial Microbiology/Microbial Biotechnology as one of the main subject. Note : Candidates with B.Sc. Agriculture and B.Sc. M.L.T are not eligible for admission to M.Sc. Microbiology.</p>
	<p>For 1-year PG Programme M.Sc. Microbiology:</p>
M.Sc. Zoology	<p>For 2-year PG Programme M.Sc. Zoology: 3-year B.Sc. Degree with Zoology as one of the subjects in all the 3 years and with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>3-year B.Sc. Degree with minimum 24 credits in Zoology and with at least 50 per cent marks or equivalent CGPA in aggregate.</p>
	<p>For 1-year PG Programme M.Sc. Zoology: 4-year B.Sc. (Honours) or B.Sc. (Honours with Research) Degree with at least 80 credits in Zoology and with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>One year PG Diploma in Zoology, with minimum 40 credits in the concerned subject and with at least 50 per cent marks or equivalent CGPA in aggregate, after 3-year Bachelor Degree.</p>
M.Sc. Forensic Science	<p>For 2-year PG Programme M.Sc. Forensic Science: 3-year Bachelor Degree in any discipline of Science with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>3-year Bachelor Degree with Forensic Science as a Major or Minor subject and with at least 50 per cent marks or equivalent CGPA in aggregate.</p>

	For 1-year PG Programme M.Sc. Forensic Science:
	4-year B.Sc. (Honours)/B.Sc. (Honours with Research)/ Degree with at least 80 credits in the Forensic Science and with at least 50 per cent marks or equivalent CGPA in aggregate. OR One year PG Diploma in Forensic Science, with minimum 40 credits in the concerned subject with at least 50 per cent marks or equivalent CGPA in aggregate, after 3 year Bachelor Degree in any discipline of Science.
M.Sc. Environmental Science	For 2-year PG Programme M.Sc. Environmental Science: B.Sc.(General)/B.Sc.(Hons.)/B.Sc. in any allied subject of Life Science/ Environmental Science/Physical Sciences/ B.E./B.Tech. in any discipline with at least 50% marks in aggregate. For 1-year PG Programme M.Sc. Environmental Science:
Faculty of Sciences	
M.Sc. Chemistry	For 2-year PG Programme M.Sc. Chemistry: 3-year B.Sc. Degree with Chemistry as one of the subjects in all the 3 years and with at least 50% marks or equivalent CGPA in aggregate. OR 3-year B.Sc. Degree with minimum 24 credits in Chemistry and with at least 50% marks or equivalent CGPA in aggregate. For 1-year PG Programme M.Sc. Chemistry: 4-year B.Sc. (Honours)/B.Sc. Honours with Research) Degree with at least 80 Credits in Chemistry and with at least 50% marks or equivalent CGPA in aggregate. OR One year PG Diploma in Chemistry with minimum 40 credits in the concerned subject and with at least 50% marks or equivalent CGPA in aggregate, after 3- year Bachelor Degree with Chemistry as one of the subjects in all the 3 years.
Master of Computer Applications (MCA)	For 2-year PG Programme Master of Computer Applications: A 3-year/6-semester Bachelor's degree (with at least 50% marks (47.5% marks in case of candidates belonging to reserved category: SC/ST/Differently abled) with a minimum of 120 credits for Master of Computer Applications (2 years) (for students having no Mathematics background at 10+2 level or at graduation level, a compulsory bridge course, framed by the University, has to be done and an additional bridge course related to computer subjects for students having no Computer Science background at 10+2 level or at graduation level, has to be done as per the norms of the University). For 1-year PG Programme Master of Computer Applications: B Tech/B.E. (CSE/IT) or Bachelor's degree with Honours/ Honours with Research with Computer Science or Computer Applications as a major course or BCA with Honours/ Honours with Research (with at least 50% marks; 47.5% marks in case of candidates belonging to reserved category: SC/ST/Differently abled) with a minimum of 160 credits for Master of Computer Applications (1 year).
M.Sc. Computer Science	For 2-year PG Programme M.Sc. Computer Science (Software): A 3-year/6-semester Bachelor's degree (with at least 50% marks (47.5% marks in case of candidates belonging to reserved category: SC/ST/Differently abled) with Computer Science or Computer Applications as a major course with a minimum of 120 credits for M.Sc. Computer Science (Software) (2 years).

(Software)	<p>For 1-year PG Programme M.Sc. Computer Science (Software): B Tech/B.E. (CSE/IT) or Bachelor's degree with Honours/ Honours with Research with Computer Science or Computer Applications as a major course or BCA with Honours/ Honours with Research (with at least 50% marks; 47.5% marks in case of candidates belonging to reserved category: SC/ST/Differently abled) with a minimum of 160 credits for M.Sc. Computer Science (Software) (1 year).</p>
M.Sc. Electronic Science	<p>For 2-year PG Programme M.Sc. Electronic Science: B.Sc. with any three of subjects: Electronics, Electronic Equipment Maintenance, Physics, Mathematics, Computer Science, Chemistry and Instrumentation with at least 50% of marks of equivalent CGPA in aggregate. OR B.Sc. with at least 24 credits in each of any three of subjects: Electronics, Electronic Equipment Maintenance, Physics, Mathematics, Computer Science, Chemistry and Instrumentation with at least 50% of marks or equivalent CGPA in aggregate. OR B.Sc. (IT)/B.Sc. (Instrumentation)/ B.Sc. (Applied Electronics) with at least 50% of marks or equivalent CGPA in aggregate. OR B.Sc. (Electronics/Applied Electronics/Instrumentation/Physics/Applied Physics) Hons. (3 year) with at least 50% of marks or equivalent CGPA in aggregate OR B.Tech. in Electronics/Electronic Communication Engineering/Electrical Engineering with at least 50% of marks or equivalent CGPA in aggregate.</p> <p>For 1-year PG Programme M.Sc. Electronic Science: B.Sc. (Honours) or B.Sc. (Honours with research) with at least 80 credits in Electronics/Electronic Equipment Maintenance/ IT/Instrumentation/ Physics/Applied Physics/Applied Electronics with at least 50% of marks or equivalent CGPA in aggregate OR One year PG Diploma in Electronic Science/Physics/applied Physics/Applied Electronics with at least 50% of marks or equivalent CGPA in aggregate.</p>
M.Sc. Geography	<p>For 2-year PG Programme M.Sc. Geography: 3- year B.A/B.Sc. Degree with Geography as one of the subjects in all the 3 years and with at least 50 per cent marks or equivalent CGPA in aggregate. OR 3- year B.A/B.Sc. Degree with minimum 24 credits in Geography and with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>For 1-year PG Programme M.Sc. Geography: 4- year B.A (Honours)/B.Sc. (Honours) or B.A (Honours with Research)/ B.Sc. (Honours with Research) Degree with 80 credits in Geography and with at least 50 per cent marks or equivalent CGPA in aggregate. OR One year PG Diploma in Geography, with minimum 40 credits in the subject of geography and with at least 50 per cent marks or equivalent CGPA in aggregate, after 3- years Bachelor Degree.</p>
M.Sc. Applied Geology	<p>For 2-year PG Programme M.Sc. Applied Geology: B.Sc. examination with at least 50% marks in aggregate.</p> <p>For 1-year PG Programme M.Sc. Applied Geology:</p>

M.Sc. Mathematics	<p>For 2-year PG Programme M.Sc. Mathematics: 3-year B.A./B.Sc. Degree with Mathematics as one of the subjects in all the 3 years and with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>3-year B.A./B.Sc. Degree with minimum 24 credits in Mathematics and with at least 50 per cent marks or equivalent CGPA in aggregate.</p>
	<p>For 1-year PG Programme M.Sc. Mathematics: 4-year B.A (Honours)/B.Sc. (Honours) Mathematics or B.A (Honours with Research)/B.Sc. (Honours with Research) Mathematics Degree with at least 80 credits in Mathematics and with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>One year PG Diploma in Mathematics, with minimum 40 credits in the concerned subject and with at least 50 per cent marks or equivalent CGPA in aggregate, after 3-year Bachelor Degree with Mathematics as one of the subjects in all the 3 years.</p>
M.Sc. Physics	<p>For 2-year PG Programme M.Sc. Physics:</p> <p>3 year B.Sc. Degree with Physics and Mathematics as two main subjects in all three years and with at least 50% marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>3 year B.Sc. Degree with minimum 24 credits in Physics and with at least 50% marks or equivalent CGPA in aggregate.</p>
	<p>For 1-year PG Programme M.Sc. Physics:</p> <p>4 year B.Sc. (Honours) or B.Sc. (Honours with research) Degree with at least 80 credits in Physics and with at least 50 % marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>One year PG diploma in Physics, with minimum 40 credits in the concerned subject and with at least 50% marks or equivalent CGPA in aggregate, after 3 year Bachelor Degree.</p>
M.Sc. Applied Physics	<p>For 2-year PG Programme M.Sc. Applied Physics:</p> <p>3 year B.Sc. Degree with Physics and Mathematics as two main subjects in all three years and with at least 50% marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>3 year B.Sc. Degree with minimum 24 credits in Physics and with at least 50% marks or equivalent CGPA in aggregate.</p>
	<p>For 1-year PG Programme M.Sc. Applied Physics:</p> <p>4 year B.Sc. (Honours) or B.Sc. (Honours with research) Degree with at least 80 credits in Physics and with at least 50 % marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>One year PG diploma in Applied Physics, with minimum 40 credits in the concerned subject and with at least 50% marks or equivalent CGPA in aggregate, after 3 year Bachelor Degree.</p>
M.Sc. Statistics	<p>For 2-year PG Programme M.Sc. Statistics:</p> <p>3-year B.A./B.Sc. Degree with Statistics or Mathematics or Operational Research as one of the subjects in all the 3 years with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>3-year B.A./B.Sc. Degree with minimum 24 credits in Statistics or Mathematics or Operational Research and with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>B.E./B.Tech. with Mathematics as a subject at 10+2 level with at least 50 per cent marks or equivalent CGPA in aggregate.</p>

	<p>For 1-year PG Programme M.Sc. Statistics: 4-year B.A (Honours)/B.Sc. (Honours) or B.A (Honours with Research)/B.Sc. (Honours with Research) Degree with at least 80 credits in Statistics or Operational Research and with at least 50 per cent marks or equivalent CGPA in aggregate.</p> <p>OR</p> <p>One year PG Diploma in Statistics or Operational Research, with minimum 40 credits in the concerned subject and with at least 50 per cent marks or equivalent CGPA in aggregate, after 3-year Bachelor Degree.</p>
Faculty of Education	
Name of the Programme	Eligibility Conditions
M.A. Education	<p>For 2-year PG Programme M.A. Education: Graduation in any discipline from any recognized university or equivalent examination with 45% marks.</p> <p>OR</p> <p>A 3- Years/ 6 semester's Bachelor's degree with a minimum of 120 credits for a 2-Year /4 Semesters master's programme at level 6.5 on the NHEQF.</p> <p>For 1-year PG Programme M.A. Education: A Bachelor's degree with Honours/Honours with Research with a minimum of 160 credits for a 1-Year/ 2-Semester Master's Programme at level 6.5 on the NHEQF</p>
M.A. Yoga	<p>For 2-year PG Programme M.A. Yoga: Bachelor Degree in any discipline with atleast 45% marks in aggregate from Kurukshetra University or any other recognized University as equivalent therto.</p> <p>For 1-year PG Programme M.A. Yoga:</p>
P.G. Diploma in Yoga	<p>Bachelor's Degree in any discipline from KUK or any other examination recognized as equivalent thereto with atleast 45% marks in aggregate.</p> <p>Note : (i) The minimum eligibility condition of the 45% marks in the qualifying examination can be relaxed by 5% in case who have won position in Yoga at the Inter-Varsity/ National levels.</p> <p>(ii) Candidates having compartment in the qualifying examination shall not be allowed admission in Post Graduate Diploma in Yoga Course even provisionally.</p>
P.G. Diploma in Yoga Therapy	Bachelor Degree in any discipline with atleast 45% marks in aggregate from Kurukshetra University or any other recognized University as equivalent therto.
Faculty of Indic Studies	
Name of the Programme	Eligibility Conditions
M.A. Ancient Indian History Culture & Archaeology	<p>For 2-year PG Programme Ancient Indian History Culture & Archaeology: B.A, B.Sc, B.Com. Pass Marks</p> <p>For 1-year PG Programme Ancient Indian History Culture & Archaeology:</p>
P.G Diploma in Archaeology	Graduation with minimum 40% marks

M.A. Fine Arts	<p>For 2-year PG Programme M.A. Fine Arts: B.A. with Art/Commercial Art, Designing & Painting as one of the subjects with atleast 45% marks in aggregate or 4-years BFA or BVA (Applied Art or Painting or Sculpture or Graphic Art) with atleast 45% marks in aggregate. OR</p>
	<p>Graduation with atleast 45% marks in aggregate and 2 Yr. Diploma in Art & Craft from a recognized University/Board. OR B.Sc. in Graphic Animation with atleast 45% marks in aggregate. OR Graduation with atleast 45% marks in aggregate and 3 Yr. Diploma in Art for drawing teacher from a recognized University/Board. OR Bachelor of Design, with atleast 45% marks in aggregate. OR Bachelor of Fashion Designing or Design with atleast 45% marks in aggregate.</p>
	<p>For 1-year PG Programme M.A. Fine Arts:</p>
Master of Fine Arts (MFA)	<p>For 2-year PG Programme M.A. Fine Arts: 4 Year Bachelor of Fine Arts (BFA) or Bachelor of Visual Arts (BVA) (Applied Art or Painting or Graphic Art or Sculpture) from a recognized university or its equivalent examination with 50% marks in aggregate provided that the candidate must have passed that particular subject in BFA/BVA. Note: For Master of Fine Arts (MFA) specialization will be allotted on the basis of merit and choice of the candidates at the time of admission.</p>
	<p>For 1-year PG Programme M.A. Fine Arts:</p>
M.A. Music (Vocal & Instrument)	<p>For 2-year PG Programme M.A. Music (Vocal & Instrument): B.A.(Hons) in Music with 45% marks in aggregate. OR Bachelor's Degree with Music as one of the subjects with atleast 45% marks in the subject of Music or Bachelor's Degree of Minimum 3 years duration with any of the following examinations: 'Sangeet Prabhakar' from Prayag Sangeet Samiti, Allahabad or from Rajasthan Sangeet /Sansthan, Jaipur, "Sangeet Visharad' from Bhatkhande Sangeet Vidyapith, Lucknow or from Gandharva Mahavidyalaya, Mumbai or from Prachin Kala Kendra, Chandigarh.</p>
	<p>For 1-year PG Programme M.A. Music (Vocal & Instrument):</p>
M.A. Philosophy	<p>For 2-year PG Programme M.A. Philosophy: 3 years Bachelor Degree with at least 45 per cent marks or equivalent CGPA in aggregate.</p>
	<p>For 1-year PG Programme M.A. Philosophy:</p>

M.A Sanskrit	<p>For 2-year PG Programme M.A. Sanskrit: B.A. (Hons.) in Sanskrit with atleast 45% marks in the aggregate OR B.A. or an examination recognized as equivalent to B.A. with Sanskrit (Elective or compulsory) with 45% marks in Sanskrit or 50% marks in the aggregate. OR B.A. or any Graduate from a recognized University/Institute without Sanskrit with atleast 60% marks in the aggregate having Sanskrit as a subject in Matric/Senior Secondary (10+2 level). OR Shastri with atleast 45% marks (out of the aggregate excluding the additional papers) in Sanskrit.</p>
	For 1-year PG Programme M.A. Sanskrit:
Faculty of LAW	
Name of the Programme	Eligibility Conditions
LLM	<p>For 2-year PG Programme Master of Law: Candidate should have passed LL.B. 3 Year or B.A. LL.B. 5 Year, B.Com. LL.B. 5 Year, B.Sc.LL.B. 5 Year Law Degree Program with minimum 50% marks in the aggregate (equivalent grade) (45% in case of SC/ST) or equivalent degree from a recognized University of India or abroad.</p>
	<p>For 1-year PG Programme Master of Law: LL.B. (Professional) Examination of KUK or an examination recognized as equivalent thereto with atleast 55% marks in the aggregate (Minimum Pass marks for SC/ST/Differently Abled candidates) shall be eligible to join First Semester of the LL.M. Programme.</p>
Faculty of Commerce and Management	
Name of the Programme	Eligibility Conditions
M.Com.	<p>For 2-year PG Programme Master of Commerce: 3-year B. Com./BBA/BTM or Bachelor of Arts/Science Degree with Economics and/or mathematics as one of the subject in all the three years with at least 50 per cent marks or equivalent CGPA in aggregate/47.5 percent marks or equivalent CGPA in aggregate in case of SC/ST/Differently Abled.</p>
	<p>For 1-year PG Programme Master of Commerce: 4-year B.Com. (Honours)/B.Com. (Honours with Research) Degree or One-year PG Diploma in Commerce with at least 50 per cent marks or equivalent CGPA in aggregate/47.5 percent marks or equivalent CGPA in aggregate in case of SC/ST/Differently Abled.</p>
MBA	<p>For 2-year PG Programme Master of Business Administration: Bachelor's Degree in any discipline from this University or any recognized University with at least 50% marks or equivalent CGPA in aggregate/47.5% marks or equivalent CGPA in aggregate for Scheduled Castes/Scheduled Tribe/Differently abled.</p>
	<p>For 1-year PG Programme Master of Business Administration: The person who has completed BBA(Hons./Hons with Research) Programme or PG Diploma in Business Administration or related area with atleast 50% marks or equivalent CGPA in aggregate/ 47.5% marks or equivalent CGPA in aggregate for Scheduled Castes/Scheduled Tribe/Differently abled.</p>

MHM & CT	For 2-year PG Programme Master of Hotel Management and Catering Technology: Bachelor's Degree in any discipline from this University or equivalent Degree recognized by the Kurukshetra University shall be eligible for admission to First Semester of the MHM&CT Programme.
	For 1-year PG Programme Master of Hotel Management and Catering Technology:
MTTM	For 2-year PG Programme Master of Tourism and Travel Management: Bachelor's Degree in any discipline from this University or equivalent Degree recognized by the Kurukshetra University shall be eligible for admission to First Semester of the MTTM Programme.
	For 1-year PG Programme Master of Tourism and Travel Management:
P.G. Diploma in Hospitality and Event Management	Bachelor's Degree in any discipline from KUK OR Equivalent Degree recognized by KUK.
M. A. Journalism and Mass Communication	For 2-year PG Programme M. A. Journalism and Mass Communication: 3-year Bachelor Degree in any discipline with at least 50 per cent marks or equivalent CGPA in aggregate.
	For 1-year PG Programme M. A. Journalism and Mass Communication:
M.Sc. Mass Communication	For 2-year PG Programme M.Sc. Mass Communication: 3-year Bachelor Degree in any discipline with at least 50 per cent marks or equivalent CGPA in aggregate.
	For 1-year PG Programme M.Sc. Mass Communication:
M.Sc. Graphic Animation and Multimedia	For 2-year PG Programme M.Sc. Graphic Animation and Multimedia: 3-year Bachelor Degree in any discipline with at least 50 per cent marks or equivalent CGPA in aggregate.
	For 1-year PG Programme M.Sc. Graphic Animation and Multimedia:
M.Sc. Printing Graphics and Packaging Technology	For 2-year PG Programme M.Sc. Printing Graphics and Packaging Technology: 3-year Bachelor Degree in any discipline with at least 50 per cent marks or equivalent CGPA in aggregate.
	For 1-year PG Programme M.Sc. Printing Graphics and Packaging Technology:

DISSERTATION/ PROJECT WORK EVALUATION REPORT

Name of the Candidate :

Subject :

Title of the Dissertation/Project Report :

EVALUATION CRITERIA

Dissertation/Project Report will be evaluated under the following three evaluation heads: **Quality, Content, Presentation**

The grade for each of them on a scale of 0 – 10 where:

“10” stands for “Excellent”	“4” stands for “Satisfactory”
“8” stands for “Very Good”	“2” stands for “Poor”
“6” stands for “Good”	“1” stands for “Inferior”

EVALUATION HEADS	SCORE
<i>Quality</i>	
1. Introduction to the work	
2. Review of literature	
3. Scope of the work	
4. Technical soundness (Research methodology/Experimental set-up)	
5. Problem statement	
6. Originality of work	
7. Timeliness of work	
8. Contribution to the field	
9. Conclusions drawn	
10. Scope for further research in the field	
<i>Content</i>	
11. Adequacy of data and information	
12. Organization of the Dissertation/Project Report	
13. Practical applications/utility	
14. Adequacy of reference/Bibliography	
<i>Presentation</i>	
15. Clear explanation of the work	
16. Sufficient details of the methods/techniques adopted	
17. Justification of the work done	
18. Clarity and unambiguity of the language	
19. Clarity of Objectives	
20. Freedom from redundancy/Irrelevancy	
Total Score out of 200	
(in word.....)	

Date

Signature of the Examiner

**♥ORDINANCE: INTEGRATED TEACHER EDUCATION PROGRAMME (ITEP)
B.A. B.Ed., B.Sc. B.Ed. & B.Com. B.Ed. (SECONDARY STAGE)
Certificate, Diploma and Bachelor Degree (with Teacher Education)
SEMESTER SYSTEM
Under Learning Outcome Based Curriculum Framework and
Choice Based Credit System (LOCF-CBCS) as per NEP-2020
(w.e.f. Session 2024-25)**

1. Scope

This Ordinance is based on National Education Policy-2020 (NEP-2020), Learning Outcome Based Curriculum Framework-Choice Based Credit System (LOCF-CBCS) and is according to the Curriculum Framework for 4-Year Integrated Teacher Education Programme (ITEP) of National Council for Teacher Education (NCTE). This ordinance shall be applicable to 4-Year ITEP of Kurukshetra University, Kurukshetra under NEP-2020 w.e.f. the Academic Session 2024-25.

- 1.1 The teacher must be at the centre of the fundamental reforms in the education system. The 4-Year ITEP shall be offered after Senior Secondary (+2) or its equivalent examination or as per NEP 2020 structure 5+3+3+4 of schooling. It integrates everything to empower teachers and help them to do their job as effectively as possible. In addition, the integration of disciplinary and professional knowledge caters to the requirement to recruit the very best and brightest for the teaching profession at all levels/ stages like Fundamental, Preparatory, Middle and Secondary guided by the 5+3+3+4 design.
- 1.2 The ITEP emphasizes on preparing teachers as envisaged in Pedagogical and Curricular restructuring of school education under NEP 2020. Apart from preparing teachers for the school education system in the country, the disciplinary knowledge gained in different subjects would help the student-teachers to gain in-depth knowledge in their specific subject(s) which would ensure admission to higher studies in that disciplinary stream and for higher professional qualification.
- 1.3 The ITEP is a Dual-major holistic Bachelor's degree which aims at the dual purpose of providing student-teachers disciplinary knowledge along with the professional knowledge in an integrated manner. Since the program will be equivalent to an Undergraduate Degree (B.Sc./B.A./ B.Com.) and Teacher Education Degree, the curriculum of this program includes different courses and activities essential for both the degrees.
- 1.4 The ITEP shall be of four academic years comprising eight semesters including internship (field-based experiences and practice teaching). Any student-teacher who is unable to complete any semester or appear in any semester-end examination, shall be permitted to complete the programme within a maximum period of six years from the date of admission to the programme. The award of Undergraduate Certificate in Discipline (with Teacher

♥ Approved vide Executive Council Resolution No. 73(12) dated 25.02.2025, w.e.f. the session 2024-25.

Education) will be one academic year and of Undergraduate Diploma in Discipline (with Teacher Education) will be two academic years. The duration of Bachelor Degree in discipline (with Teacher Education) will be three academic years and the degree for 4-Year Integrated Teacher Education Programme (ITEP) secondary stage will be awarded after the successful completion of 4 Academic Years. Each academic year will be divided into two semesters i.e., July to December and January to June.

- 1.5 In a semester, there shall be at least 125 (one hundred and twenty-five) working days, excluding the period of admissions but including the period of examinations.
- 1.6 The nomenclature of the Certificate/Diploma/Degree will be as under:
 - a) UG Certificate in <Arts/ Science/ Commerce> (with Teacher Education)
 - b) UG Diploma in < Arts/ Science/ Commerce > (with Teacher Education)
 - c) Bachelor of < Arts/ Science/ Commerce > (with Teacher Education)
 - d) ITEP (B.A. B.Ed./ B.Sc. B.Ed./ B.Com. B.Ed.) secondary stage

2. Key Terms

- 2.1 Academic Year and Semester: Two consecutive (one odd and one even) semesters will constitute one academic year i.e. July to December and January to June.
- 2.2 Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week over the duration of one semester. For calculation of the teaching hours, one credit means one hour of lecture or one hour of tutorial or one hour of seminar or two hours of practicum/laboratory work per week over the duration of a semester.
- 2.3 Learning Outcome-based Curriculum Framework (LOCF): In this framework, the learning outcomes of the programme are mapped against well-defined Course Learning Outcomes (CLOs).
- 2.4 Choice Based Credit System (CBCS): The CBCS provides choices to student-teachers to select disciplinary and interdisciplinary courses to fit into their own requirements and to learn at their own pace within the framework.
- 2.5 Programme: A programme is made up of courses and leads to the award of a Certificate, Diploma or Degree after completing requisite courses successfully.
 - 2.5.1 Course: A course refers to component of a programme. A course may comprise of lectures/tutorials/practicum or laboratory work/field practice/project work/seminar/community engagement and service/internship/dissertation, etc. or any combination of these.
 - 2.5.2 Lecture: Component of a course which is taught by a teacher through lectures

covering the contents of a course.

- 2.5.3** Tutorial: Component of a course which involves problem-solving, learning through discussions and remedial teaching related to the contents and periphery of a course with the direct involvement of a teacher.
- 2.5.4** Practicum: A course or a component of a course which enables student-teachers to learn or to attain skills or to get procedural knowledge for the contents of a course through practical/laboratory activity/project and to apply learnt/studied principles/theory/concepts related to the chosen field of learning, work/vocation, or professional practice in the field of learning, work/vocation under the supervision of a teacher.
- 2.5.5** Seminar: A course or a component of a course which makes student-teachers to learn a specific topic through in-depth exploration and analysis of facts about the topic in a set-up that involves presentation, interactive discussions and collaborative learning under the supervision of a teacher.
- 2.5.6** Internship: A course requiring student-teachers to participate in professional employment- related activity or work experience or co-operative education activity with an entity external to the educational institution normally under the supervision of an employee of an organization or an individual professional. A key aspect of the internship is induction into actual, formal and organized work situations. Internship involves working with local industry (Government or Private organizations), business establishments, artists, craft persons, etc. to provide opportunities for student-teachers to actively engage in on-site experiential learning.
- 2.5.7** School Experience (School Internship Programme): The ITEP considers school experience, including internship in teaching, as an integral part of the education and training package and stresses the need for integrating different subjects by way of developing inter-disciplinary. The school experience component in the ITEP aims to build teaching capacities in a graded manner i.e. Pre-Internship practice, School Observation, School-based Research Projects, Internship in teaching, Post Internship & Creating Teaching-Learning Material.
- 2.5.8** Field Work/Practice/Survey/Project: A course or a component of course which enables student-teachers to participate in field-based learning/project, involving application of knowledge in solving/analyzing/exploring a real-life situation/difficult problem under the supervision of a teacher/mentor.
- 2.5.9** Project Work: A course or a component of a course which facilitates student-teachers to apply their knowledge, skills and critical thinking ability to complete a specific task in a given time frame through conceptualization, exploration and

analysis of research-based activities to suggest tangible solutions for a given problem related to the chosen field of learning.

2.5.10 SIP (Student Induction Programme): Common to all student-teachers across stage specific Specialization; to be organized during the first two-weeks of Semester-1.

2.6 **Core Course (CC):** A compulsory course of a subject aimed to cover the basics of Core subject.

2.7 **Foundations of Education (FE):** These courses draw upon the disciplines of Philosophy, Sociology, Psychology, History, Economics, Political Science and Education policy studies.

2.8 **Disciplinary Course/Inter-Disciplinary/Multidisciplinary Courses (DC/IDC/MDC):** ITEP provides opportunities to Student-Teachers to pursue rigours specialization through a chosen Major (72 Credits) in a discipline associated with one of the Curricular areas in the school education curriculum.

2.9 **Stage-Specific Content-cum-Pedagogy (SSCP):** Courses within this component are specific to school stage specialization at secondary level i.e. for class IX to XII. These courses envisage the development in student-teachers of certain core knowledge and competencies indispensable for teachers.

2.10 **Skill Enhancement, Ability Enhancement & Value Added Courses (SEC, AEC & VAC):** These courses will help student-teachers to develop sensitivity, critical & analytical capacities, reflection, sensibilities for dialogue and cooperative learning, aesthetic appreciation & values for sustainable world.

2.11 **School Experience (SE):** This curricular component is specific to school stage specialization at secondary level (i.e. for class IX to XII). It includes Pre-Internship Practice, School Observation, School Based Research Projects, Post-Internship (Review & Analysis) and Creating Teaching-Learning Material.

2.12 **Community Engagement and Service (CES):** This course is designed to develop insights into the functions of the community, enhance the ability of student-teachers to enlist community support for school related activities and issues associated with schooling, health & wellness of children and to address the social, cultural & educational problems.

3. Key Terms related to Evaluation

3.1 Letter Grade: It is an index of the performance of student-teachers in a course. Grades are denoted by letters O, A+, A, B+, B, C, P, F and Ab depending on the score earned in that course.

3.2 Grade Point: It is a numerical value allotted to each letter grade on a 10-point scale.

3.3 Credit Point: It is the product of grade point and number of credits for a course.

- 3.4** Semester Grade Point Average (SGPA): It is a measure of performance of a student-teacher in a semester. It is the ratio of total credit points secured by a student-teachers in all the courses registered in a semester to the total of the credits of the courses taken during that semester. It shall be expressed up to two digits after decimal place.
- 3.5** Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student-teacher in a programme over all the semesters. The CGPA is the ratio of total credit points secured by a student-teacher in all the courses of the programme to the sum of the total credits of all the courses of the programme. It is expressed up to two digits after decimal place.
- 3.6** Detailed-Grade-Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The Detailed-Grade-Certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester.
- 3.7** Academic Bank of Credits (ABC): It is a virtual/digital mechanism that contains information of the credits earned by individual students throughout their learning journey in Higher Education Institutions in India recognized by UGC.

4. Programme Duration and Multiple Exit Options

All programmes shall be offered as per NCTE / UGC list of ‘Specification of Degree’ prevailing from time to time. The programme duration and options for multiple entry and exit will be as per ITEP Curriculum Framework as per NEP-2020.

The 4-Year ITEP shall be of four academic years comprising eight semesters including internship (field-based experiences and practice teaching). Any student-teacher who is unable to complete any semester or appear in any semester–end examination, shall be permitted to complete the programme within a maximum period of six years from the date of admission to the programme.

- 4.1** A student-teacher will be allowed an exit option after passing first academic year of the 4-Year ITEP with requisite 52 credits including the 4 credits of internship of 4-6 weeks duration as per scheme of the programme and will be awarded an Undergraduate Certificate in Arts/ Science/ Commerce (with Teacher Education).
- 4.2** A student-teacher will be allowed an exit option after passing two academic years of the 4-Year ITEP with requisite 96 credits including the 4 credits of internship of duration 4-6 weeks duration as per scheme of the programme and will be awarded Undergraduate Diploma in Arts/ Science/ Commerce (with Teacher Education).
- 4.3** A student-teacher will be awarded with Bachelor degree in Arts/ Science/ Commerce (with Teacher Education) after successfully completing three academic years of 4-Year ITEP and earning requisite 132 credits including the 4 credits of internship of 4-6 weeks duration as per scheme of the programme.

- 4.4** After the successful completion of 8 Semesters (4-year), ITEP B.A. B.Ed./ B.Sc. B.Ed./B.Com. B.Ed. will be awarded with Total 172 Credits (Minimum 80 Credits from Education Core-Subjects & Minimum 72 Credits from UG Core-Subjects).

5. Admission Procedure

- 5.1** Admission in 4-Year ITEP shall be through a suitable subject and aptitude test conducted by the National Testing Agency (hereinafter referred to as 'NTA')/ as decided by the NCTE and/ the University time to time and shall be standardized keeping in view the linguistic and cultural diversity of the country.
- 5.2** A single nation-wide entrance test called National Common Entrance Test (hereinafter referred to as 'NCET') will be conducted by NTA for admission to the 4-Year ITEP under the recommendations of NEP 2020. The mode of examination shall be online/Computer Based Test (hereinafter referred to as 'CBT') in multilingual pattern and its score would reflect the relative performance level of the candidate for merit- based selection to secure the admission. Scorecard shall be prepared by NTA and admission shall be done through centralized online counselling.
- 5.3** At the time of admission to the programme, the candidate must indicate the subjects/discipline (B.A. B.Ed./B.Sc. B.Ed./B.Com. B.Ed.). Any change in the choice of subjects shall be made within one month from the date of commencement of the programme.
- 5.4 Minimum Eligibility Conditions for Admission**
- A) Candidates with minimum 50% marks in 10+2/ Intermediate/ Senior Secondary School examination in Arts/ Science or Commerce stream are eligible for admission to the programme.
 - B) The relaxation in percentage of marks in the Senior Secondary or plus two examination and in the reservation for Scheduled Caste or Scheduled Tribe or Other Backward Class or Persons with Disabilities or Economically Weaker Section and any other categories shall be as per the rules of the Central Government or State Government or Union Territory Administration, wherever applicable.
 - C) Compartment/ Reappear Candidates will not be allowed for admission in ITEP in any case.
 - D) A candidate who has passed Senior Secondary Certificate Examination (Class XII level) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with 50% marks in aggregate with English as one of the subjects, shall be eligible to join First Semester of the ITEP. In addition, the following conditions, if applicable should also be satisfied:

- i. to opt for Mathematics as a Core subject(s), the candidate must have passed Mathematics as a subject in the qualifying examination.
- ii. to opt for Chemistry as a Core subject, the candidate must have passed Chemistry as a subject in the qualifying examination.
- iii. to opt for subject(s) in the discipline of Life Sciences, which consists of Botany, Zoology as a one or more than one subject(s), then the candidate must have passed Class XII with Biology as a subject.
- iv. to opt for subjects of Physical Sciences discipline as Major subject(s), the candidate must have passed Mathematics and Physics as subjects in the qualifying examination.

Further, eligibility conditions for admission to the programme shall be applicable as mentioned in the scheme of the programme.

Note: Eligibility conditions are subject to change according to the implementation of National Curriculum Framework (NCF) for school education or in accordance with any such guidelines issued by the Central/State Government or issued by University from time to time.

5.5 A student-teacher is allowed multiple entry into 4-Year ITEP. A student-teacher can re-enter into second year of the programme if s/he has taken an exit option after first year. Similarly, re-entry into the third year is allowed if exit option was exercised by a candidate after getting UG Diploma after second year. In any case, the gap between the exit and the re-entry into the 4-Year ITEP should not be more than three years subject to completion of the whole 4-Year ITEP within 6 years. Multiple entry shall be allowed in a Department/College/Institute subject to the availability of seats in the programme in that year in that Department/College/Institute.

5.6 Lateral admissions against sanctioned vacant seats may be made by a College/Institute category wise following the State Govt. norms for reservation in an odd semester. Lateral admission may be provided in the 3rd and 5th semesters if a student-teacher has passed all the preceding examinations up to 2nd and 4th semester of 4-Year ITEP, respectively of the concerned programme under NEP Curriculum Framework. However, this will be subject to fulfillment of other eligibility conditions for the programme in which the admission is sought.

First preference in the lateral admission will be given to the student-teachers of that Department/College/Institute who had taken exit from the programme and are seeking re-entry into the same institution.

6. Subjects and Courses of 4-Year Integrated Teacher Education Programme (ITEP)

6.1 A student-teacher of 4-Year Integrated Teacher Education Programme (ITEP), herein after called 4-Year ITEP, will study four subjects in the first year i.e. A (Foundation of Education), and B, C & D out of the pool of subjects in that discipline offered by the College/Institute as core subjects.

6.2 A student-teacher will study Education, Liberal Discipline, SSCP, SEC, AEC, VAC, SE and CES courses as per 4-Year ITEP Curriculum Framework (*Appendix-I; Table 1*).

Depending upon the availability of faculty and infrastructure, a College/Institute may offer SSCP & SEC courses from the respective pool of courses duly approved by the University. University will revise such pools from time to time by taking proposals of College/Institute into consideration.

6.3 A student-teacher will study at least one SEC to gain computer competency before exit. The number of these courses will be offered by the College/Institute according to the availability of faculty and infrastructure.

6.4 In the subjects/courses which involve practicum, i.e. Practical/Laboratory/Studio/Project/ Survey/Field work, etc., a course of 4 credits will dedicate 3 credits for lectures and one credit for practicum. In other subjects/courses not having practicum component, a course of 4 credits will dedicate 3 credits for lectures and 1 credit for tutorial.

Similarly, a course having 2 credits will dedicate 1 credit for lecture and 1 credit for practicum or 1 credit for lecture and 1 credit for tutorial.

6.5 The weekly contact hours/workload for theory/practical/laboratory/studio/project/survey/field work, etc. components of the courses will be:

- i. 1 credit theory/tutorial = 1 hour;
- ii. 1 credit practical/laboratory/studio/project/survey/field work = 2 hours.
- iii. The tutorial and practical/laboratory/studio/project/survey/field work will be conducted in groups of student-teachers and one group will comprise of 20 student-teachers.

6.6 Internship

Every student-teacher for the 4-Year ITEP shall be required to undergo 4 credit internship of 4-6 weeks duration before taking an exit or completing the degree programme.

- i. A student-teacher for the 4-Year ITEP shall be required to undergo internship during summer vacation either after the second semester examination or after the fourth semester examination. If s/he opts to exit with Undergraduate Certificate in

the discipline, then it shall be obligatory to complete the internship after second semester examination.

However, for those student-teachers who have taken lateral entry into the third semester and have completed internship of 4-6 weeks duration during first year, the internship is not required after the fourth semester examination

- ii. A student-teacher will inform and get approval from the Chairperson/ Principal/Director of the Department/College/Institute before going for an internship. The internship will involve working with local industry (Government or Private organizations/Institutions), business establishments, artists, craft persons, or a professional (individual/organization). Student-teachers will submit a copy of the report (a hard copy and a soft copy in PDF) to the Department/College/Institute within 15 days after the completion of internship. A student-teacher has to submit a certificate of attendance and work done report from the organization/professional where at the internship was done. The evaluation of the internship shall be done by an internal examiner mainly on the basis of the report and viva-voce. Marks will be awarded by the internal examiner out of 100marks.
- iii. The internship will be governed by the prevailing rules of the University from time to time.

6.7 School Experience (SE): This curricular component is specific to school stage specialization at secondary level (i.e. for class IX to XII) during Semester V-VIII and will be of 20 Credits. It includes Pre-Internship Practice, School Observation, School Based Research Projects, Internship in Teaching, Post-Internship (Review & Analysis) and Creating Teaching-Learning Material. Pre-Internship practice will be of 2 Credits in Semester-V. School Observation (Field Practice) will be of 2 Credits in Semester-VI. School based Research Projects will be of 2 Credits in Semester-VII, whereas, Internship in Teaching will be of 10 Credits and 18 weeks duration in Semester-VII. Post-Internship (Review and Analysis) and Creating Teaching-Learning Material will be of 2 Credits each in Semester-VIII.

6.8 Medium of Instructions and Examination

6.8.1 For Arts/ /Home Science/Commerce subjects, the medium of instructions shall be Hindi/English.

The question paper shall be set in both English and Hindi, wherever feasible, except in the case of English, in which the questions shall be set in English.

6.8.2 Sanskrit, in which the questions shall be set in Sanskrit/Hindi.

Other languages, in which the questions shall be set in the language concerned.

6.8.3 The student-teachers shall write their answers:

- in English, in case of English language
- in the language concerned, in the case of Modern Indian Languages
- English/Hindi in the case of other subjects.

6.8.4 For Physical Sciences/Life Sciences Subjects, the medium of instructions shall be mainly English. Hindi medium will also be offered wherever feasible. The question paper shall be set in English. Bilingual question paper (s) will be provided, wherever possible. The student-teachers can write their answers in English/Hindi.

6.9 Programme and Course Learning Outcomes

ITEP will have well defined Programme Learning Outcomes (PLOs) which should be attained for the award of a specific Certificate/Diploma/Degree.

Each course will have well defined Course Learning Outcomes (CLOs) specific to the learning for a given course of study related to a disciplinary or interdisciplinary/multi-disciplinary area. Course Learning Outcomes (CLOs) will be mapped to Programme Learning Outcomes (PLOs). The attainment of Course Learning Outcomes will lead to the attainment of the Programme Learning Outcomes.

7. Assessment and Evaluation

7.1 Student-teachers' Progression and Mentoring

- i. Each student-teacher shall be examined in the course(s) to help his/her their progression through the programme as laid down in the scheme, syllabus and learning outcomes through a system of Continuous Comprehensive Assessment (CCA) using a mix of Internal and End-Term evaluation.
- ii. Internal Assessment will be broadly 30% of the total marks and weightage of 70% shall be given to evaluation of End-Term examination(s).
- iii. Internal Assessment (30%) shall be broadly based on the following defined components:
 - (a) Class Participation.
 - (b) Seminar/Presentation/Assignment/Quiz/Class Test, etc. in case of Theory examination and Seminar/Demonstration/Viva-Voce/Lab record, etc. in case of Practical examination.
- iv. A student-teacher has to obtain minimum 40% marks (Grade 'P') in aggregate in End-Term Examination to qualify a course.

Internal Assessment Marks will be further distributed as per following tables:

Course Composition- Theory/(Theory +Tutorial)			
Course Credit	Internal Assessment Marks	End-Term Exam Marks	Total Marks
2	15	35	50
4	30	70	100

Course Composition- Theory + Practical						
Course Credit		Theory		Practical		Total Marks
Theory	Practical	Internal Assessment Marks	End-Term Exam Marks	Internal Assessment Marks	End-Term Exam Marks	
3	1	20	50	10	20	100
2	2	15	35	15	35	100

Total Internal Assesment marks (Theory)	Class Participation	Seminar/Presentation/ Assignment/ Quiz/Class Test,etc.	Mid Term Exam
10	4	-	6
15	4	4	7
20	5	5	10
25	5	7	13
30	5	10	15

Total Internal Assesment marks (Practicum)	Class Participation	Seminar/Demonstration /viva-voce/lab record,etc.	Mid Term Exam
10	-	10	NA
15	5	10	NA
30	5	10	15

7.2 The pass percentage will be 40% (Grade 'P') both for theory and practicum End-Term Examination.

- 7.3 The Chairperson/Principal/Director 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 of the university as notified by the Controller of Examinations.
- 7.4 Internal Assessment marks of a course shall be carried forward in case of re-appear examination of that course.
- 7.5 The Chairperson/Principal/Director shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the university, upto one year from the date of declaration of semester examination results.

8. **Eligibility for Examination**

End-Term Examination shall be open to a regular student-teacher who

- i. has been on the rolls of the Department/College/Institute during the semester.
- ii. has passed the requisite qualifying examination as laid down in Clause 5.4 above, if s/he is a candidate for the First Semester Examination.
- iii. has her/his examination form submitted to the Examinations Branch through the Chairperson/Principal/Director of the concerned Department/College/Institute.
- iv. has attended not less than 80% of the lectures in each course except School Experience.
- v. has attended not less than 90% in School Experience i.e. Pre-Internship Practice, School Observation, School Based Research Projects, Internship in Teaching, Post-Internship (Review & Analysis) and Creating Teaching-Learning Material.
- vi. This requirement shall be fulfilled separately for each course of School Experience.
- vii. A deficiency in the prescribed course (Lectures/Practicum, etc.) may be condoned by the Chairperson/Principal/ Director of the College/Institute in deserving cases up to 15%.

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

- viii. Provided that a candidate who has not attended the requisite percentage of lectures/practicum shall not be eligible to take the End-Term Examination in the

concerned theory/practicum unless s/he repeats the course and obtains requisite attendance.

9. Duration for Passing the Programme

9.1 A student-teacher who will complete 4-Year Integrated Teacher Education Programme (ITEP) in four academic years will be awarded a degree of B.A.B.Ed/ B.Sc B.Ed/ B.Com-B.Ed. Any student-teacher who is unable to pass the whole examination(s) of 4-Year ITEP within a maximum period of six years from the date of admission to the programme, shall be awarded an Undergraduate Certificate/Diploma/Bachelor Degree (with Teacher Education) on the basis of qualified courses as per credit point, if eligible (*Appendix-I; Table 2*).

9.2 Each student-teacher will have to open an Academic Bank of Credit (ABC) account through their concerned Department/College/Institute. At the end of each semester, credits earned by the student-teacher will be uploaded in her/his respective ABC account. A student-teacher registered in ABC account for a programme will be allowed to complete the respective programme within 6 years or as per the time period stipulated in the ABC for accumulation of credits from time to time or within the period as prescribed by the university for the purpose.

10. Conditions for Promotion to Higher Semester and Rules for Re-appear

10.1 A student-teacher who has appeared and failed in one or more courses of the First Semester shall be allowed to study for and appear in the second semester. Such a student-teacher may pursue her/his studies for the next higher semester(s) and appear in the examination(s) for the same along with the examination for the lower semester(s).

10.2 A candidate who has attended the prescribed classes of a course(s) of the programme in the Department/College/Institute in a semester and was eligible but did not appear in the End-Term examination or has appeared but fails, may be allowed on the recommendation of the Chairperson/Principal/Director of the College/Institute to appear/re-appear as an ex-student in the End-Term examinations of that course(s) as the case may be, in the subsequent semesters examination up to two times when such examination(s) are held without attending the course(s) again. While re-appearing in the examination, the student-teacher shall be exempted from appearing in the course(s)/practical(s) in which s/he has obtained pass marks.

Provided that after completion of regular studies for the whole duration of programme, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out courses under the permissible chances, within the prescribed time period.

10.3 A candidate who could not complete or has failed in a project/internship, s/he will get only one chance to repeat the project work at the end of the next Semester. Further, if

the candidate still fails or remains absent in the project/internship, then she/he will not be eligible for the award of the concerned UG Certificate / Diploma / Degree (with Teacher Education) / B.A.B.Ed/ B.Com.B.Ed/ B.Sc.B.Ed. Degree.

11. Examinations and Result

11.1 End-Term Examinations for the odd semesters shall ordinarily be held in November/December and for the even semesters in May/June, on such dates as may be notified by the Controller of Examinations from time to time.

11.2 Supplementary examinations will be held for Re-appear candidates as under:

Semester	When held
Odd Semester	Along with the First, Third, Fifth and Seventh Semester
Even Semester	Along with the Second, Fourth, Sixth and Eighth Semester
Any Semester	Flexi exam on the request of the candidate on a special fee prescribed by the University from time to time.

11.3 The last date(s) by which the examination forms shall be uploaded on the examination portal as per the schedule notified by the Controller of Examinations from time to time.

11.4 The amount of examination fee to be paid by a student-teacher for each semester shall be as prescribed by the University from time to time.

11.5 The minimum Semester Grade Point Average (SGPA) to qualify a semester shall be 4.00 and minimum Cumulative Grade Point Average (CGPA) required for the award of the UG Certificate/Diploma/Degree shall be 4.00.

11.6 The Examination Branch shall prepare the Grade/Result and the Controller of Examinations will notify the same within the stipulated time.

11.7 If a student-teacher is not able to pass any semester examination during her/his regular studies in the programme, her/his pass credits will be accumulated in the Academic Bank of Credits (ABC) and s/he can pass the deficient courses any time within 6 years or as stipulated in the Academic Bank of Credits from time to time.

11.8 A student-teacher who discontinues her/his studies at any point of time may be permitted to join the remaining studies and complete balance credits as per Clause 4.

11.9 Award of Grades

Award of grades and the corresponding grade points will be based on absolute marks as per the following table:

Letter grade	Grade Point	Percent Marks
O (Outstanding)	10	>85
A+ (Excellent)	9	>75
A (Very Good)	8	>65
B+(Good)	7	>55
B (Above Average)	6	>50
C (Average)	5	>40
P (Pass)	4	40
F (Fail)	0	< 40
Ab	0	Absent

- The multiplication factor for conversion from SGPA/CGPA to equivalent percentage of marks shall be 10.
- A candidate eligible to take the examination obtaining Grade 'F'/'Ab' will be considered to have failed in the examination/course(s). Such a student-teacher will be required to re-appear in that examination/course(s) within the permissible chances as given in Clause 9.

11.10 Computation of SGPA and CGPA

The following shall be the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a candidate in all the courses taken by the candidate in a semester to the sum of the number of credits of all the courses undertaken by the candidate in that semester, i.e.

$$SGPA (S_j) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student-teacher in the i^{th} course in the j^{th} semester.

- The CGPA is also calculated in the same manner taking into account all the courses undergone by a student-teacher over all the semesters of the programme, i.e. where S_j is the SGPA of the j^{th} semester and N_j is the total number of credits in that semester.

$$CGPA = \frac{\sum(N_j \times S_j)}{\sum N_j}$$

$$\frac{\sum S_j}{\sum N_j}$$

Where S_j is the SGPA of the j th semester and N_j is the total number of credits in that semester.

- iii. The SGPA and CGPA shall be rounded off to 2 digits after decimal place and shall be reported in the Detail-Grade-Certificate (DGC).
- iv. A merit list will be prepared for the programme and Gold Medal will be awarded to a candidate securing highest CGPA provided the candidate must have passed all the semester examinations in the first attempt and within minimum duration of the programme. In case, when more than one candidate have the same CGPA, then Gold Medal shall be decided on the basis of actual obtained marks in the programme.

12. Improvement

12.1 A candidate who has passed ITEP from Kurukshetra University, Kurukshetra and is desirous of improving her/his CGPA in the respective programme (Certificate/Diploma/Degree), will be allowed to appear within next four Semester examinations of passing the eighth semester examination to appear as an ex-student in one or more theory course(s) of any one or two parts, out of Part-I (Semester I & II), Part-II (Semester III & IV) and Part-III (Semester V & VI) separately in four consecutive semester examinations and shall pay examination fee as for the whole semester examination in which s/he opts to appear. The rules, syllabus and fees for improvement examinations shall be applicable as prevailing at that time or as prescribed by the university from time to time.

12.2 The result of improvement examinations shall be declared only if a candidate improves her/his CGPA of the respective programme. Provided further that if a student-teacher does not want to avail the remaining chances out of permissible four total chances for improvement, then s/he will submit an undertaking to this effect for declaration of her/his final result. The fact that student-teacher has improved the performance/grade shall be mentioned in the Detailed-Grade- Certificate of the candidate.

12.3 Improvement shall not be allowed in Internal Assessment/Practicals/Internship/School Experience/ Field Work/Project etc.

13. Award of Grace Marks

Grace marks will be awarded according to the university rules prevailing from time to time.

- 14. The ordinance in force at the time a student-teacher joins the programme shall hold good only for the examination held during or at the end of the academic year and nothing in this ordinance

shall be deemed to debar the university from amending the ordinance and the amended ordinance, if any, shall apply to all the student-teachers whether old or new.

Notwithstanding anything mentioned above, the Vice-Chancellor can relax any rule in exceptional cases or when situation demands so.

**♦ORDINANCE -Undergraduate and Post Graduate programmes in Special Education
[B.Ed.Spl. Ed. (VI) and M.Ed.Spl. Ed. (VI)]**

Based on the Curriculum and Credit Framework of Rehabilitation Council of India (RCI) (w.e.f.Session 2024-25)

1. SCOPE

This ordinance is for 2-Year Bachelor and 2-Year Master Programmes in Special Education i.e. B.Ed.Spl.Ed. (VI) and M.Ed.Spl. Ed. (VI) based on the Curriculum and Credit Framework of Rehabilitation Council of India(RCI),2024, which is in accordance with the NEP(2020) and NCERF (2023) guidelines and other regulations of the University. This ordinance shall come into effect from the Academic Session 2024-25.

- 1.1** The Department/ College/ Institute (DCI) who are offering B.Ed.Spl. Ed. (VI) programme, alone are eligible for offering M.Ed.Spl.Ed. (VI) programme.
- 1.2** The duration of both the programmes will be two academic years. Each academic year will be divided into two semesters i.e. July to December and January to June. B.Ed.Spl. Ed (VI) can be completed in a maximum of four years from the date of admission to the programme. M.Ed.Spl. Ed. (VI) can be completed in a maximum of four years from the date of admission to the programme.
- 1.3** There will be 200 working days in each year, distributed uniformly over two semesters, exclusive of the period of examination and admission.
- 1.4** The nomenclature of the Bachelor Degree will be Bachelor of Education-Special Education (Visual Impairment). The abbreviated form shall be B.Ed.Spl. Ed. (VI). The nomenclature of the Master Degree will be Master of Education-Special Education (Visual Impairment). The abbreviated form shall be M.Ed.Spl. Ed. (VI).

2. KEY TERMS

- 2.1 Academic Year and Semester:** Two consecutive (one odd and one even) semesters will constitute one academic year. A semester will consist of 100 days of academic work.
- 2.2 Programme and Course Learning Outcomes**

The programme(s) are in Choice Based Credit System (CBCS) and Learning Outcome Based Curricular Framework (LOCF) mode as per the guidelines and directions of regulatory body RCI and affiliating university – KUK. The programme (s) of study will have well defined **Programme Learning Outcomes (PLOs)** which should be attained for the award of Degree.

Each course will have well defined **Course Learning Outcomes (CLOs)** and these CLOs will be mapped with Programme Learning Outcomes (PLOs) of UG/ PG programmes.
- 2.3 Credit:** A unit by which the course work is measured. It determines the number of hours of instructions required per week over the duration of one semester/ year. The total learning hours will be 1200 hours per year as per the curriculum and credit framework of

♦ Approved vide Executive Council Resolution No. 73(13) dated 25.02.2025, w.e.f. Session 2024-25.

RCI (Rehabilitation Council of India) for award of 40 credits @20 hours of classroom teaching/practicals/project work + 20 hours of course work/ field engagement by students on their own per week over the duration of a year.

2.4 Programme: A programme is made up of courses and leads to the award of the degree – Bachelor of Education - Special Education (Visual Impairment) i.e. B.Ed.Spl.Ed. (VI) or Master of Education - Special Education (Visual Impairment) i.e.M.Ed. Spl. Ed. (VI) after completing requisite courses successfully.

2.5 Course: A course refers to the component of a programme. A course may comprise of lectures/practicals or field engagement/internship /dissertation etc. or any combination of these following components:

2.5.1 Lecture: Component of a course which is taught by a teacher through lectures covering the contents of a course.

2.5.2 Practicum/Practical: A course or a component of a course which enables students to learn or to attain skills or to get procedural knowledge for the contents of a course through practical/field engagement, seminars, hands on activities, project reports and to apply learnt/studied principles/theory/concepts and acquired skills to the chosen field of learning, work/vocation, or professional practice in the field of learning under the supervision of a teacher.

2.5.3 Seminar: A course component aimed to enhance skills of self-learning, presentation and interactive discussion among students to learn a specific topic through in-depth exploration of contents and analysis of facts about the topic under the supervision of a teacher.

2.5.4 Internship: A course requiring students to participate in professional employment-related activity or work experience or co-operative education activity with an entity external to the educational institution normally under the supervision of a teacher in a school/ teacher education institution or an organization. A key aspect of the internship is induction into actual, formal and organized work situations to provide opportunities for trainees to actively engage in on-site experiential learning.

2.5.5 Field engagement/Practice: A component of a course which enables students to participate in field-based learning/project, involving application of knowledge in solving/analyzing/exploring a real-life situation/difficult problem under the supervision of a teacher/mentor. Such components expose the students to different issues related to the diagnosis, assessment, education, rehabilitation and lives of learners with disabilities so that the theoretical learning can be supplemented by actual life experiences and hands on activities to understand and generate solutions to real-life problems.

2.5.6 Dissertation: Dissertation is a comprehensive report of the research work done through a systematic and rigorous investigation on a chosen topic utilizing research methods.

2.6 Type of Courses:

- 2.6.1 Core Course (CC):** A compulsory course aimed to cover the basics of the subject/discipline i.e. Special Education (Visual Impairment).
- 2.6.2 Cross Disability and Inclusion(CDI):** These courses allow a student to study the cross disability issues and inclusion, besides main disability i.e. Visual Impairment including skill based courses.
- 2.6.3 Disability Specialization Course (DSC):** A course that concentrates on main disability specialization i.e. Visual Impairment here, preparing student as a skilled practitioner.
- 2.6.4 Enhancement of Professional Capacities(EPC):** A course referring to capacity enhancement and skill development i.e. to professionally equip the trainees for quality teaching.
- 2.6.5 Practical Course Related to Pedagogy and Disability Specialization (PCPDS):** A course which aims at imparting practical skills, hands-on training and practice teaching in the area of Special Education in Visual Impairment.
- 2.6.6 Practical Related to Disability Specialization (PCDS):** A practical course is focused on supportive skill training and school internship preparing students as a skilled professional.
- 2.6.7 Specialization Course(SC):** A course that concentrates on main disability specialization i.e. Visual Impairment, preparing a student to be a skilled practitioner.
- 2.6.8 Elective Course(EC):** A course of choice which allows a student to study the specific areas of her/his interests from the subject.
- 2.6.9 Dissertation (Diss.):** A compulsory course that concentrates on developing reasoning, critical & logical thinking and the research aptitude among students.
- 2.6.10 Employability Skills and Constitutional Values (ESCV):** This is a course aiming to enhance employability skills and impart the education & practices on Constitutional values.
- 2.6.11 Field Engagement/ Internship (FEI):** A course focused on providing exposure/ internship training related to Visual Impairment in different educational settings.
- 2.6.12. Practical Course (PC):**This is a course aiming to enhance the skills relating to teaching and assessment of children with visual impairment.

2.7 Key Terms related to Evaluation

2.7.1 Letter Grade: It is an index of the performance of a student in a course. Grades are denoted by letters O, A+, A, B+, B, C, P, F and Ab depending on the score earned in that course.

2.7.2 Grade Point: It is a numerical value allotted to each letter grade on a 10-point scale.

2.7.3 Credit Point: It is the product of grade point and number of credits for a course.

2.7.4 Semester Grade Point Average (SGPA): It is a measure of performance of a student in a semester. It is the ratio of total credit points scored by a student in all the courses registered in a semester to the total of the credits of the courses taken during that semester. It shall be expressed up to two digits after decimal place.

2.7.5 Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student in a programme over all the semesters. The CGPA is the ratio of total credit points scored by a student in all the courses of the programme to the sum of the total credits of all the courses of the programme. It is expressed up to two digits after decimal place.

2.7.6 Detailed-Grade-Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The Detailed-Grade-Certificate will display the course details (code, title, number of credits, grade scored) along with SGPA of that semester.

2.8 Academic Bank of Credits (ABC): It is a virtual/digital mechanism that contains information of the credits earned by individual students throughout their learning journey in Higher Education Institutions in India recognized by UGC.

3. LEVELS OF COURSES:

Courses are coded based on the learning outcomes, level of difficulty, and academic rigor. The coding structure is as follows:

400-499: Advanced courses which would include lecture courses with practicum, seminar-based course, term papers, research methodology, advanced laboratory, experiments/software training, research projects, hands-on-training, internship/apprenticeship projects in the First year of 2-year PG Programme.

500-599: Advanced courses which would include lecture courses with practicum, seminar-based course, term papers, research methodology, advanced laboratory, experiments/software training, research projects, hands-on-training, internship/apprenticeship projects in the second year of 2-year PG Programme.

4.0. ADMISSION TO UG/ PG PROGRAMME

4.1 Minimum Eligibility Conditions for Admission

4.1.1B.Ed.Spl. Ed. (VI)–

Candidates with at least fifty percent marks either in the Bachelor Degree and/or in the Master degree in Sciences/ Social Sciences/ Humanities or Bachelor Degree in Engineering or Technology with specialization in Science and Mathematics with 55 % marks or any other qualification equivalent thereto.

4.1.2 M.Ed.Spl. Ed. (VI) –

- (a) A candidate who has successfully passed B.Ed.Spl.Ed.(VI) with minimum 50% marks from a recognized University or any other degree considered equivalent to B.Ed.Spl.Ed.(VI) from any University and/ or teaching Department under any University recognized by UGC (along with RCI registration).
 - (b) A candidate who has successfully passed the B.Ed. General Programme and has successfully completed Diploma in Education (Special Education) in respective disability are a recognized by the Rehabilitation Council of India with minimum 50 percent marks in each Programme.
 - (c) A candidate having passed PG Diploma in Special Education (Visual Impairment) (Till Academic session 2014-15)
 - (d) A candidate with B.Ed. in a particular specialization may be allowed for M.Ed. cross disability/ multi-category (as and when offered) but the reverse is not allowed. B.Ed. with multi-category should not be admitted for specialization in a single disability at the M.Ed. level, however; as part of CBCS, these can be admitted to B.Ed.Spl.Ed. Area C Courses complete the Specialization Courses to qualify for a particular disability. On completion of Area C, these can be admitted to the M.Ed.Spl.Ed. in a specific disability.
 - (e) A student with B.A./B.Sc./B.Com. B.Ed.Spl.Ed. (4 years Integrated).
- 4.2.** The reservation and relaxation for SC/ DSC/ BC (A & B)/DA and other categories shall be as per the rules of the State Government as followed by University from time to time.
- 4.3.** No one who is in employment (Whole-time/Part-time/Honorary Services) shall be allowed to join B.Ed.Spl.Ed. (VI) programme without taking leave from his/her institution/office etc. from the date of commencement of the academic session to the conclusion of his/her final examination.

Note:

- i. A student can pursue two full-time PG Programmes in physical mode provided that in such cases, class timings and examination schedule for one programme does not overlap with the class timings and examination schedule of the other programme, and requirements under the scheme of the subject are fulfilled. The Department/ College/Institute and the University shall not be responsible for any such overlapping and consequences thereof.
- ii. A student can pursue two PG Programmes, one in full-time physical mode and another in ODL/online mode; or up to two ODL/online programmes simultaneously.

5. DISSERTATION

- (i) A regular full-time teacher of Department/ College/ Institute (DCI) [offering M.Ed.Spl. Ed. (VI) programme], and who has been approved to supervise Dissertation work of M.Ed. Spl. Ed. (VI) students of DCI, will be eligible to guide the students for Dissertation.
- (ii) The student will submit the synopsis to the supervisor. The synopsis will be approved by the Departmental Research Advisory Committee (DRAC) of Department and Research Advisory Committee (RAC) of College/ Institute after recommendation of the supervisor. External experts may be involved wherever sufficient qualified regular teachers are not available.
- (iii) The student shall be required to submit three hard copies of her/his dissertation along with soft copy as PDF file to the Department/College/Institute (DCI). The last date for receipt of the Dissertation and other practicum/ Field Attachment Work (including Internship File) in the office of the Controller of Examinations shall be 10 days before the commencement of respective Semester End Examination, and that will be notified from time to time by the Chairperson/Principal/Director of the Department/College/Institute.

However, after expiry of above last date, the extension in late submission shall be permissible with late fees as decided by the University/ Rules from time to time. If the candidate fails to submit the Dissertation and other practicum/ Field Attachment Work (including Internship File) even during the extended period, he will be considered to have absented in the said courses and his result shall be declared accordingly.

A candidate who has submitted a Dissertation and other practicum/ Field Attachment Work (including Internship File), as a part of his examination may withdraw the same before it has been examined; but once it is examined and the candidate obtains the minimum pass marks, he shall not be permitted to withdraw it or submit another Dissertation and other practicum/ Field Attachment Work (including Internship File) in lieu thereof. The marks obtained by him for the Dissertation and other practicum/ Field Attachment Work (including Internship File) shall be taken into account when he appears in any future examination for the purpose of passing therein, or for improving the division.

The Anti-plagiarism policy of the University is to be strictly followed by the candidate and the supervisor for dissertation/project report. Similarity report as per Anti-plagiarism policy of the University is to be annexed with the dissertation/project report.

- (iv) The evaluation of synopsis and dissertation [as per scheme of M.Ed. Spl. Ed. (VI)] shall be done by internal and external examiner jointly.

6. MEDIUM OF INSTRUCTIONS AND EXAMINATION

The medium of instruction shall be English.

The medium of Examination shall be as under:

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

7. ASSESSMENT AND EVALUATION

7.1 Student Progression and Mentoring

- i. Each student shall be examined in the course(s) to help their progression through the programme as laid down in the scheme, syllabus and learning outcomes through a system of Continuous Comprehensive Assessment (CCA) using a mix of Internal and End-Term evaluation.
- ii. Internal Assessment will be broadly 30% of the total marks and weightage of 70% shall be given to evaluation of End-Term examination(s).
- iii. Internal Assessment (30%) shall be broadly based on the following defined components:
 - a) Class Participation.
 - b) Presentation/Assignment/Quiz/Class-Test etc. in case of Theory examination and Demonstration/Viva-Voce/Field Reports, etc. in case of Practical examination. At least 3 assignments are to be given in each semester.
 - c) Mid-Term Exam

7.2 Internal Assessment Marks will be further distributed as per following tables:

Table -1

Course Composition: Theory/ (Theory + Tutorial)			
Course Credit	Internal Assessment Marks	End-Term Exam Marks	Total Marks
2	15	35	50
3	25	50	75
4	30	70	100

Table 2

Course Composition: (Theory + Practical)						
Course Credit		Theory		Practical		Total Marks
Theory	Practical	Internal Assessment Marks	End-Term Exam Marks	Internal Assessment Marks	End-Term Exam Marks	
1	1	10	20	5	15	50
2	0	15	35	NA	NA	50
0	2	NA	NA	15	35	50
2	1	15	35	5	20	75
3	0	25	50	NA	NA	75
0	3	NA	NA	25	50	75
2	2	15	35	15	35	100
3	1	20	50	10	20	100
4	0	30	70	NA	NA	100
0	4	NA	NA	30	70	100

Table – 3

Distribution of Internal Assessment Marks of Theory Component of a Course			
Total Internal Assessment Marks (Theory)	Class Participation	Presentation/ Assignment/ Quiz/ Class Test, etc.	Mid -Term Examination
10	4	NA	6
15	4	4	7
20	5	5	10
25	5	10	10
30	5	10	15

Table – 4

Distribution of Internal Assessment Marks of Practical Component of a Course			
Total Internal Assessment Marks (Practicum)	Class Participation	Demonstration/ Viva-Voce/ Lab Record/ Field Work/ Survey etc.	Mid -Term Examination
5	NA	5	NA
10	5	5	NA
15	5	10	NA
25	5	10	10
30	5	10	15

- vi. Absence from Internal Assessment test and/or Mid-Term examination will lead to award of zero marks in that component of Internal Assessment.
- vii. A dissertation will be of total 14 credits (350 marks). The evaluation of dissertation will have two components: synopsis of 50 marks and dissertation & viva voce examination of 300 marks.

7.3 Incase of B.Ed.Spl. Ed. (VI), a student has to obtain minimum 50% marks in aggregate (sum of the Internal Assessment and End-Term Examination marks) and in End-Term Examination separately to qualify a course. (However, the university may exercise some flexibility or grace marks as per university norms).

In case of M.Ed.Spl. Ed. (VI), minimum 50 % marks or grade ‘B’ are essential in all courses for passing in the programme (or, as per University norms).

7.4 The Chairperson/ Principal/ Director of DCI 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 of the university as notified by the Controller of Examinations.

7.5 Internal Assessment marks of a course shall be carried forward in case of re-appear examination of that course.

7.6 The Chairperson shall maintain the record on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the university, up to one year from the date of declaration of semester examination results.

8. ELIGIBILITY FOR EXAMINATION

End-Term Examination shall be open to a regular student who

- i has been on the rolls of the Department/College/Institute during the semester.
- ii has passed the requisite qualifying examination, if s/he is a candidate for the first semester Examination.

- iii has her/his examination form submitted to the Examination Branch through the Chairperson/Principal/Director of the Department/College/Institute.
- iv has attended not less than 80 % classes for all course work and 90% for all practicals including project work/Dissertation work/internship A deficiency in the prescribed course (Lectures/Practicum, etc.) may be condoned by the Chairperson/ Principal/ Director of the Department/ College/ Institute on genuine grounds up to 5%.
- v. Provided that a candidate who has not attended the requisite percentage of lectures/practicum shall not be eligible to take the End-Term Examination in the concerned theory/practicum unless s/he repeats the course and obtains requisite attendance.

9. ACADEMIC BANK OF CREDIT (ABC)

Each student will have to open/or have active an Academic Bank of Credit (ABC) account through the Department/ College/ Institute. At the end of each semester, credits earned by the students will be uploaded in her/his respective ABC account. A student registered in ABC account for a programme will be allowed to complete the respective programme within four years.

10. CONDITIONS FOR PROMOTION TO HIGHER SEMESTER AND RULES FOR RE-APPEAR

10.1 A student, who has appeared and failed in one or more courses of the First Semester, shall be allowed to study for and to appear in the second semester examination, if otherwise eligible. Such a student may pursue her/his studies for the next higher semester(s) and appear in the examination(s) for the same along with the examination for the lower semester(s).

10.2 A candidate who has attended the prescribed classes of a course(s) of a programme in the Department/ College/ Institute in a semester and was eligible but did not appear in the End-Term examination or has appeared but fails, may be allowed on the recommendation of the Chairperson/ Principal/ Director of the Department/ College/ Institute to appear/re-appear as an ex-student in the End-Term examinations of the course(s) as the case may be, in the subsequent semesters examination up to one time when such examination(s) are held without attending the course(s) again. While re-appearing in the examination, the student shall be exempted from appearing in the course(s)/practical(s) in which s/he has obtained pass marks.

Provided that after completion of regular studies for the whole duration of a programme, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out courses under the permissible chances, within the prescribed time period.

10.3 A candidate who could not complete or has failed in a Dissertation/ Project/ Internship, s/he will get only one chance to repeat the Dissertation/ Project/ Internship Work at the end of the next Semester.

11. EXAMINATIONS AND RESULT

11.1 End-Term Examinations for the odd semesters shall ordinarily be held in November/December and for the even semesters in May/June, on such dates as may be notified by the Controller of Examinations from subject to the amendments made by the university from time to time.

11.2 Supplementary examinations will be held for Re-appear candidates as under:

Semester	When held
Odd Semester	Along with the First, and Third Semester
Even Semester	Along with the Second, and Fourth Semester
Third Semester	Along with or after the Fourth Semester
Fourth Semester	Along with or after the Third Semester
Any Semester	Flexi exam on the request of the candidate on a special

11.3 The last date(s) by which the examination forms shall be uploaded on the examination portal shall be as per the schedule notified by the Controller of Examinations from time to time.

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

11.5 The minimum Semester Grade Point Average (SGPA) to qualify a semester shall be 5.00 and minimum Cumulative Grade Point Average (CGPA) required for the award of the UG/PG Degree shall be 5.00.

11.6 The Examination Branch shall prepare the Grade/Result and the Controller of Examinations will notify the same within the stipulated time.

11.7 If a student is not able to pass any semester examination during her/his regular studies in the programme, her/his pass credits will be accumulated in the Academic Bank of Credits (ABC) and s/he can pass the deficient courses any time within 3 years or as stipulated in the Academic Bank of Credits from time to time.

11.8 A student who discontinues her/his studies at any point of time may be permitted to join the remaining studies and complete balance credits.

11.9 Award of Grades

Award of grades and the corresponding grade points will be based on absolute marks as per the following table:

Letter Grade	Grade Point	Percent Marks
O (Outstanding)	10	>85
A+ (Excellent)	9	>75
A (Very Good)	8	>65
B+(Good)	7	>55

B (Average)	6	>50
P (Pass)	5	50
F (Fail)	0	<50
Ab	0	Absent

- i. The multiplication factor for conversion from SGPA/CGPA to equivalent percentage of marks shall be 10.
- ii. A candidate eligible to take the examination obtaining Grade 'F'/'Ab' will be considered to have failed in the examination/course(s). Such a student will be required to re-appear in that examination/course(s) within the permissible chances as given in Clause 10.

11.10 Computation of SGPA and CGPA

The following shall be the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- i. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a candidate in all the courses taken by the candidate in a semester to the sum of the number of credits of all the courses undertaken by the candidate in that semester, i.e.

$$SGPA(S_j) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course in the j^{th} semester.

- ii. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \frac{\sum(N_j \times S_j)}{\sum N_j}$$

where S_j is the SGPA of the j^{th} semester and N_j is the total number of credits in that semester.

- iii. The SGPA and CGPA shall be rounded off to 2 digits after decimal place and shall be reported in the Detail-Grade-Certificate (DGC).
- iv. Total marks of each semester and grand total of the whole programme will be reflected along with CGPA in the transcript of the successful candidates.
- v. A merit list will be prepared for a programme and Gold Medal will be awarded to a candidate securing highest CGPA provided the candidate must have passed all the semester examinations in the first attempt and within minimum duration of the programme. In case, when more than one candidate has the same CGPA, then Gold Medal shall be decided on the basis of actual obtained total marks in the programme.

12. AWARD OF GRACE MARKS

Grace marks will be awarded according to the university rules prevailing from time to time.

13. AWARD OF DEGREE

For the PG programme, the degree will be awarded in Master of Education -Special Education (Visual Impairment). [abbreviated form M.Ed.Spl.Ed.(VI)].

For the UG programme, the degree will be awarded in Bachelor of Education -Special Education (Visual Impairment). [abbreviated form B.Ed.Spl.Ed.(VI)], mentioning a statement that the passed out students can teach in all settings and other disabilities (cross disabilities).

14. ADDITIONAL SUBJECTS IN PEDAGOGY

A candidate who has already passed the degree for Bachelor of Education in Special Education {B.Ed.Spl.Ed.(VI)}, may offer, as an additional subject, any of the subjects of B.Ed., other than those in which s/he has already passed. S/he may be admitted to the examination on submission of application on the prescribed form and on payment of admission fee as prescribed by the university, provided that –

- (i) In case of a pedagogy subject, s/he must have already passed the degree examination in that subject.
- (ii) In addition to the theory course of the pedagogy subject, the candidate shall undergo a practical test in pedagogy of the additional subject taken by him/her.
- (iii) Such candidates will be required to register themselves with the Department/ College/ Institute by paying prescribed fee to the university in the respective session.

15. FACULTY-LEARNER RATIO

The faculty-learner ratio in the area of M.Ed.Spl.Ed.(VI) and B.Ed.Spl. Ed.(VI) may be 1:10, as per the RCI norms. Considering the infrastructural facilities needed for Special Education and based on the tasks such as supervising practicals.

16. CERTIFICATION AS A REGISTERED PROFESSIONAL

It is mandatory as per Section 13 of the RCI Act for every teacher of special education to obtain a “Registered Professional Certificate” from the Rehabilitation Council of India to work in the field of special education in India. The successful/passed out students will register with the Council as Special Educator (Professional).

17. OWN SPECIAL SCHOOL / MoU WITH OTHER SPECIAL/INCLUSIVE SCHOOL

Since the university is offering two programmes in Special Education, it will have own Special School / MoU with other Special/Inclusive School for school engagement and field experience.

- 18.** The ordinance in force at the time a student joins the programme shall hold good only for the examination held during or at the end of the academic year and nothing in this ordinance shall be deemed to debar the university from amending the ordinance and the amended ordinance, if any, shall apply to all the students whether old or new.

19. Notwithstanding anything mentioned above, the Vice-Chancellor can relax any rule in exceptional cases or when situation demands so.

TRANSITORY PROVISION

Whenever a course or scheme of instruction is changed in a particular year, two more examinations immediately following thereafter shall be conducted according to the old syllabus/ regulations. Candidates not appearing at the examinations or failing in them shall take the examinations subsequently according to the changed syllabus/ regulations/ as per University norms.
