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मध्यप्रदेश राजपत्र

प्राधिकार से प्रकाशित

क्रमांक 33]

भोपाल, शुक्रवार, दिनांक 17 अगस्त 2018—श्रावण 26 शक 1940

भाग ४

विषय-सूची

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|-----|------------------------|--------------------------------|----------------------------------|
| (क) | (1) मध्यप्रदेश विधेयक, | (2) प्रश्न समिति के प्रतिवेदन, | (3) संसद में पुरःस्थापित विधेयक. |
| (ख) | (1) अध्यादेश, | (2) मध्यप्रदेश अधिनियम, | (3) संसद के अधिनियम. |
| (ग) | (1) प्रारूप नियम, | (2) अन्तिम नियम. | |

भाग ४ (क)—कुछ नहीं

भाग ४ (ख)

अध्यादेश

उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 13 अगस्त 2018

क्र. आर-221-सीसी-2018-अड़तीस.—मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 28(1) के अनुक्रम में, मानसरोवर ग्लोबल निजी विश्वविद्यालय, सीहोर के प्रथम अध्यादेश क्र. 01-79 राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है. संस्था के उक्त अध्यादेश प्रकाशित होने की तारीख से प्रवृत्त होंगे.

प्रथम अध्यादेश क्र. 01-79.

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,
वीरन सिंह भलावी, अवर सचिव.

ORDINANCE NO. 01**DEFINITION****Definitions in these ordinances unless the context otherwise requires:-**

1. "Act" means Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007.
2. "Ordinances" means the First Ordinance & subsequent ordinance of MANSAROVAR GLOBAL UNIVERSITY, SEHORE (M.P.).
3. "Regulation" means the regulation of the University made under the provisions of the Act.
4. "State" means the State of Madhya Pradesh.
5. "Section", "Sub-Section", "Item" respectively means section of the act/ statutes/ Ordinances/ Regulation,. Subsection of the "section" and Item of the "Section" or "Sub-Section" of the above said act/ statutes/ ordinance/ regulation.
6. "Commission" means the Regulatory Commission established under section 36 of the Act.
7. "University" means the MANSAROVAR GLOBAL UNIVERSITY SEHORE (M.P.) incorporated under the Act.
8. "Sponsoring Body" means the Sponsoring Body of the University.
9. "Governing Body" means the Governing Body of the University.
10. "Visitor" means the His Excellency the Governor of M.P. as defined in section 15 of the Act.
11. "Academic Council" means the Academic Council of the University.
12. "Board of Management" means the Board of Management of the University.
13. "Chancellor" means the Chancellor of the University;
14. "Vice Chancellor" means the Vice-Chancellor of the University.
15. "Dean" means the Dean appointed by the University.
16. "Director" means the Director appointed by the University.
17. "Registrar" means the Registrar of the University.

18. "Chief Finance and Accounts Officer" means the Chief Finance and Accounts Officer of the University.
19. "Controller of Examination" means the Controller of Examination of the University
20. "College" means the College of the University.
21. "Department" means a Department of Studies of the University.
22. "Institute" means an Institute of Studies of the University.
23. "Board of Studies" means the Board of Studies of the University.
24. "Fee" means the collection made by the University from the students.
25. "Higher education" means study of curriculum or course Knowledge beyond 10+2 levels or HSSC or equivalent.
26. "Degree/Diploma/Certificate" means a Degree/ Diploma/Certificate or any other academic distinction/titles awarded by University.
27. "Regulatory Council" means the Relevant Councils as stated in the Act.
- 29 "Statutes" mean the Statutes of the University made under the provision of the Act. "Student" means the person enrolled in the University for pursuing a course of study for the award of a degree, diploma, certificate or other academic distinction.
- 30 "Teacher" means a Professor, Associate Professor, Assistant Professor, Lecturer, Professor emeritus or teaching associates or a person known by any other designation who is required to impart education or to guide research or to render guidance to the students for pursuing a course of study of the University.
- 31 "University Grant Commission" means the University Grant Commission established under the University Grant Commission Act, 1956 (No.3 of 1956).
- 32 "Words and Expression" used but not defined in these Ordinances shall have the same meaning as assigned to them in the Act.
- 33 "Undergraduate Programmes", means the Bachelor's Degree programmes in the relevant sphere of knowledge of respective Department/ School/ institute of the University.

- 34 "Post Graduate programmes", means the master's Degree in the relevant sphere of knowledge of respective Department/ School/ Institute of the University.
- 35 "Diploma programmes", means the diploma in the relevant sphere of knowledge of respective Department/ School/ institute of the University.
- 36 "PG Diploma programmes" means the Post Graduate Diploma in relevant sphere of knowledge of respective Department/ School/ Institute of the University.
- 37 "Certificate programmes" means in Certificate Courses the relevant sphere of knowledge of respective Department/ School/ Institute of the University.
- 38 "Doctoral Programme", means the Doctorate/Research Programme in the relevant sphere of knowledge of respective Department/ School/ institute of the University
- 39 "Post-Doctoral Programme", means the Post Doctorate/Research Programmes in the relevant sphere of knowledge of respective Department/ School/ Institute of the University.
- 40 "Duration of Course", means the whole tenure of the particular course (grace period of the course is not included in the tenure).
- 41 "Mode of study", means the various ways of study in the University including Full time, Part time, Sequential, By Research. e-Learning, Interactive, Face-to Face, Workshop, Through Webinar, or any higher innovative technological modes adopted by the University.
- 42 "Branches of Study", means the area of the specialization of the study of any of the programmes or any respective faculties.
- 43 "Regular Candidate" means the candidate who is studying in full time course running in the University in the respective academic year, and seeks permission for appearing in examination of the University as such.
- 44 "Ex-student candidate" means the candidate who has taken admission in the University as regular student and was not able to appear in the examination in then admission year or

declared failed in the admission year or detained due to shortfall of attendance, indiscipline or by any other reason and seeks permission to appear in the examination in the next academic year.

45 "Detained candidate", means the candidate who has taken admission in the University as regular student but he has not been permitted to appear in the examination due to shortfall of attendance, indiscipline or by any other reason.

46 "A Regular Course of Study" means the courses of study running in the University as full time or campus-based study and in this subject at least 75% attendance is necessary for all the students studying in the University for all the parts of study, i.e. Lectures, Tutorials, Practicals as well as quizzes, assignments etc. with the relevant condition of Exemptions as mention in the regulation for this purpose.

47 "Course Teacher", means the teacher of the University who has been assigned a responsibility to teach the respective course in the respective semester or academic year.

48 "Examination Hall", means the examination place, room, location, where students have to appear for the respective examination.

49 "Invigilator" means the teacher or person who has been assigned duty in the particular Examination Hall.

50 "Examination Pattern", means the systems of the University are being followed by the University.

51 "Internal Examiner", means the examiner from the University Teaching Department.

52 "External Examiner", means the examiner from other Universities/ Institutions.

53 "MGU", means MANSAROVAR GLOBAL UNIVERSITY.

ORDINANCE NO. 02**FACULTIES AND DEPARTMENTS**

The University shall have the following Faculties/Institutes/Schools and the Departments/Sections, for imparting education leading to Degrees/ Diploma/certificates:

S.N.	FACULTY	DEPARTMENT	COURSES
01	FACULTY OF SCIENCE AND ENGINEERING	1. COMPUTER SCIENCE AND ENGINEERING	B.TECH
			M.TECH
			Ph.D
			DIPLOMA POLYTECHNIC 1. DIPLOMA IN WEB DESIGN 2. DCA 3. PGDCA
		2. MECHANICAL ENGINEERING	B.TECH
			M.TECH
			Ph.D
			DIPLOMA POLYTECHNIC 1. DIPLOMA IN AUTO CAD 2. DIPLOMA IN DIESEL ENGINE REPAIRING(DDER) 3. DIPLOMA IN HI-TECH WELDING TECHNOLOGY(DHWT)
		3. ELECTRICAL AND ELECTRONICS ENGG	B.TECH
			M.TECH
			Ph.D
			DIPLOMA POLYTECHNIC 1. DIPLOMA IN ELECTRICAL TECHNICIAN (CET) 2. DIPLOMA IN INVERTER & UPS REPAIRING 3. DIPLOMA IN MOTOR & TRANSFORMER WINDING 4. DIPLOMA IN RADIO AND TV TECHNICIAN(CRTT) 5. DIPLOMA IN REFRIGERATION AND AIR-

			CONDITIONING
		4. ELECTRONICS AND COMMUNICATION ENGG	B.TECH
			M.TECH
			Ph.D
			DIPLOMA POLYTECHNIC 1. DIPLOMA IN ELECTRONIC EQUIPMENT MAINTENANCE 2. DIPLOMA IN MOBILE & TELEPHONE INSTRUMENT
		5. CIVIL ENGINEERING	B.TECH
			M.TECH
			Ph.D
			DIPLOMA POLYTECHNIC DIPLOMA IN CIVIL ENGINEERING
		6. INFORMATION TECHNOLOGY	B.TECH
			M.TECH
			Ph.D
			DIPLOMA POLYTECHNIC POLY DIPLOMA IN INFORMATION TECHNOLOGY
		7. INSTRUMENTATION ENGINEERING	B.TECH
			M.TECH
			Ph.D
			DIPLOMA POLYTECHNIC INSTRUMENTATIONAL TECHNOLOGY

		8. TELECOMUNI CATION ENGINEERING	B.TECH
			M.TECH
			Ph.D
			DIPLOMA POLYTECHNIC DIPLOMA IN TELECOMMUNICATION
		9. RURAL ENGG. & TECHNOLOGY	B.TECH
			M.TECH
			Ph.D
			DIPLOMA POLYTECHNIC DIPLOMA IN RURAL ENGG.
		10. ENVIRONMEN TAL ENGINEERING	B.TECH
			M.TECH
			Ph.D
			DIPLOMA POLYTECHNIC DIPLOMA IN ENVIRONMENTAL ENGINEERING
		11. MINING ENGINEERING	B.TECH
			M.TECH
			Ph.D
		12. CHEMICAL ENGINEERIN G (NANOTECH	B.TECH

		NOLOGY AND BIOTECHNOLOGY}	
			M.TECH
			Ph.D
			DIPLOMA POLYTECHNIC DIPLOMA IN NANOTECHNOLOGY AND BIOTECHNOLOGY
		13. AGRICULTURE	B.TECH
			M.TECH
			Ph.D
			DIPLOMA POLYTECHNIC DILOMA IN AGRICULTURE
		14. INDUSTRIAL ENGINEERING AND MANAGEMENT	B.TECH
			M.TECH
			Ph.D
02	FACULTY OF ARCHITECTURE AND PLANNING	ARCHITECTUR E	B.ARCH
			M.ARCH
			Ph.D
03	FACULTY OF AGRICULTURE SCIENCE & TECHNOLOGY	1. AGRICULTURE PRODUCTION	B.SC A- AGRONOMY B- SOIL SCIENCE C- PLANT PROTECTION
			M.SC A- HORTICULTURE
			Ph.D
		2. SEED AND	B.SC A - GENETICS & PLANT

		TECHNOLOGY	BREEDING B - BIOTECHNOLOGY
			M.SC A - GENETICS & PLANT BREEDING B - BIOTECHNOLOGY
			Ph.D
		3. AGRICULTURE	B.SC.
			M.SC.
			Ph.D
		4. ANIMAL HUSBANDARY	B.SC.
			M.SC.
			PH.D
		5. AGRICULTURE EXTENSION & RURAL DEVELOPMENT	B.SC.
			M.SC.
			Ph.D
		6. FISHERIES	M.SC.
			Ph.D
04	FACULTY OF PHARMACEUTI CAL SCIENCE & TECHNOLOGY	1. PHARMACY	D.PHARMA
			B.PHARMA
			M.PHARMA

			Ph.D
05	FACULTY OF SCIENCES	1. LIFE SCIENCE	B.SC. A - Botany B- Zoology C- Forestry D- Environmental Science
			M.SC. A - Botany B- Zoology C- Forestry D- Environmental Science
			M.PHIL
			Ph.D
		2. PHYSICAL AND APPLIED SCIENCES	B.SC. A - Mathematics B - Physics C - Chemistry D - Computer Science & Application E - Information Technology F - Graphic Design
			M.SC. A - Mathematics B - Physics C - Chemistry D - Computer Science & Application E - Information Technology F - Graphic Design
			M.PHIL
			Ph.D
			DIPLOMA 1 . DIPLOMA IN ANALYTICAL CHEMISTRY 2 . DIPLOMA IN BIOTECHNOLOGY 3 . DIPLOMA IN COMPUTATION

			MATHEMATICS
06	FACULTY OF EDUCATION	1. EDUCATION	B.ED
			M.ED
		2. PHYSICAL EDUCATION	B.PE.ED
			M.PE.D
		3. SPECIAL EDUCATION	B.ED (Special)
			M.ED (Special)
			DIPLOMA
			1. DIPLOMA IN NURSERY (PRE PRIMARY) TEACHING TRAINING (NTT)
			2. DPE
			3. D.ED
			4. D.El. Ed.
07	FACULTY OF ARTS AND DESIGN	ARTS DESIGNING &	B.DES.
			1. APPLIED ARTS
			2. VISUAL ARTS
			3. FASHION DESIGNING
			4. SYSTEM DESIGN
			5. INDUSTRIAL DESIGN
			6. COMMUNICATION DESIGN
			M.DES.
			1. APPLIED ARTS
			2. VISUAL ARTS
			3. FASHION DESIGNING
			4. SYSTEM DESIGN
			5. INDUSTRIAL DESIGN
			6. COMMUNICATION DESIGN

			DIPLOMA IN INTERIOR DECORATION
08	FACULTY OF MANAGEMENTS STUDIES	MANAGEMENT 1 .GENERAL MANAGEMENT	BBA BACHELOR OF MANAGEMENT STUDIES BACHELOR OF BUSINESS STUDIES BACHELOR OF FINANCIAL INVESTMENT AND ANALYSIS FINANCIAL ANALYSIS AND CONTROL
			MBA(INTEGRATED &REGULAR) A - Finance. B - Marketing. C - Human Resource Management. D - International Business (IB) E - Operation Management. F - Information technology. G - Supply Chain Management. H - Rural Management. I - Media Management G - Disaster Management H- Tourism and Travel Management I - Hospital Management
			DIPLOMA 1. BUSINESS ADMINISTRATION & MANAGEMENT 2. BANKING AND INSURANCE 3. BUSINESS MANAGEMENT 4. AGRI BUSINESS MANAGEMENT 5. RURAL MANAGEMENT 6. LOGISTIC MANAGEMENT
			Ph.D

		2. HOTEL MANAGEMENT	BHM MHM BBA (HHA) Ph.D
			DIPLOMA 1. DIPLOMA IN PERSONAL SECRETARYSHIP 2. DIPLOMA IN RETAIL MANAGEMENT 3. DIPLOMA IN SECURITY GUARDS MANAGEMENT 4. DIPLOMA IN STATISTICAL QUALITY CONTROL
		3. TRAVEL HOSPITALITY AND HOTEL MANAGEMENT	BTHM MTHM Ph.D
			DIPLOMA 1. DIPLOMA IN HOSPITAL MANAGEMENT 2. DIPLOMA IN HUMAN RESOURCE MANAGEMENT
09	FACULTY OF COMMERCE & FINANCIALSTU DIES	COMMERCE & MANAGEMENT	B.COM (PLAIN & HONOURS) 1. COMPUTER APPLICATION & E-COMMERCE 2. FINANCIAL ANALYSIS & CONTROL 3. BUSINESS & MANAGERIALECONOMICS 4. CENTRE OF INDUSTRIAL & CORPORATEGOVERNANCE 5. BACHELOR OF BUSINESS ECONOMICS 6. COMPUTER APPLICATION AND E- COMMERCE 7. FINANCIAL ANALYSIS AND

			<p>CONTROL</p> <p>8. BUSINESS AND MANAGEMENT ECONOMICS</p> <p>9. INSTITUTE OF INDUSTRIAL AND CORPORATE GOVERNANCE</p> <p>10. BACHELOR OF MANAGEMENT STUDIES</p> <p>11. BACHELOR OF BUSINESS STUDIES</p> <p>12. BACHELOR OF FINANCIAL INVESTMENT AND ANALYSIS</p>
			<p>M.COM</p> <p>1. COMPUTER APPLICATION & E-COMMERCE</p> <p>2. FINANCIAL ANALYSIS & CONTROL</p> <p>3. BUSINESS & MANAGERIAL ECONOMICS</p> <p>4. CENTRE OF INDUSTRIAL & CORPORATE GOVERNANCE</p>
			Ph.D
			<p>DIPLOMA</p> <p>1. DIPLOMA IN ACCOUNTING & AUDITING</p> <p>2. DIPLOMA IN BANKING</p> <p>3. DIPLOMA IN BANKING & FINANCE</p> <p>4. DIPLOMA IN EXPORT PROCEDURE & DOCUMENTATION</p> <p>5. DIPLOMA IN FINANCIAL ACCOUNTING (DFA)</p> <p>6. DIPLOMA IN IMPORT-EXPORT MANAGEMENT</p> <p>7. DIPLOMA IN TAXATION</p> <p>DIPLOMA IN ACCOUNTING & AUDITING</p>
10	FACULTY OF SOCIAL SCIENCE AND HUMANITIES	HUMANITIES AND SOCIAL SCIENCES SOCIAL WORK	<p>BA (PLAIN AND HONOURS)</p> <p>PUBLIC ADMINISTRATION</p> <p>SOCIOLOGY</p> <p>POLITICAL SCIENCE</p>

			HISTORY GEOGRAPHY ECONOMICS PHILOSOPHY HOMESCIENCE MASS COMMUNICATION LANGUAGES—(INDIAN AND FOREIGN) CENTRE OF SOCIALWORKS DANCE MUSIC
			MA PUBLICADMINISTRATION SOCIOLOGY POLITICALSCIENCE HISTORY GEOGRAPHY ECONOMICS PHILOSOPHY HOMESCIENCE LANGUAGES—(INDIAN AND FOREIGN) CENTRE OF SOCIALWORKS DANCE MUSIC
			M.PHIL
			Ph.D BSW
			MSW
			M.PHIL
			Ph.D
11	FACULTY OF JOURNALISM & MASSMEDIA	MASS MEDIA	BA(CPE) COMMUNICATION AND MEDIA,

	AND ALLIED		PSYCHOLOGY ,ENGLISH
			BA(JPE) JOURNALISM, PSYCHOLOGY, ENGLISH
			BMM MEDIA AND COMMUNICATION STUDIES
			BJ MEDIA AND COMMUNICATION STUDIES B.Sc [EM- Electronic Media] B.sc [Multi Media(MM)]
			MJ MEDIA AND COMMUNICATION STUDIE M.Sc [EM- Electronic Media] M.Sc. New Media [M.Sc(NM)]
			M.PHIL
			Ph.D
12	FACULTY OF LIBRARYSCIENCE	LIBRARY SCIENCE	B.LIB & I. Sc MLIB & I. Sc M.PHIL Ph.D
13	FACULTY OFLAW	LAW	A- BALLB B- B.COMLLB C- B.SC.LLB D- LL.B: E- LL.M. F- BA. LLB(HONOURS) G- BCOM. LLB(HONOURS) H- B.SC.LLB(HONOURS) I - LLB(HONOURS)
			M,PHIL.
			Ph.D

14	FACULTY OF MEDICINE AND HEALTH SCIENCES	MEDICINE OPTOMETRY	BAMS, MD AYURVEDA
			BHMS, MD HOMEOPATHY
			BUMS, MD UNANI
			BDS/ MDS DENTAL
			MBBS, MD/MS ALLOPATHY
			BPT/MPT PHYSIOTHERAPY
			B.SC. NURSING, POST BASIC NURSING
			M.SC. NURSING, POST BASIC NURSING
			DIPLOMA DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY (DMLT) DIPLOMA IN PHYSIOTHERAPY (DPT) DIPLOMA IN PUBLIC HEALTH AND HYGIENE DIPLOMA IN YOGA DIPLOMA IN DIET & NUTRITION DIPLOMA IN BIostatistics & MEDICAL INFORMATION DIPLOMA IN COMMUNITY MEDICINE DIPLOMA IN HOSPITAL MANAGEMENT DIPLOMA IN HEALTH CARE MANAGEMENT
15	FACULTY OF	SKILL	1. CERTIFICATE IN CUTTING, TAILORING

			MANAGEMENT
15	FACULTY OF VOCATIONAL STUDIES AND SKILL DEVELOPMENT	SKILL DEVELOPMENT	1. CERTIFICATE IN CUTTING, TAILORING AND DRESS 2. MAKING (CCTDM) 3. CERTIFICATE IN FASHION DESIGNING 4. CERTIFICATE IN EARLY CHILDHOOD AND EDUCATION 5. CERTIFICATE IN PRIMARY TEACHING(CPT) 6. CERTIFICATE IN PRIMARY CURRICULUM AND INSTRUCTION (CPC) 7. CERTIFICATE IN JAVA PROGRAMMING(CJP) 8. CERTIFICATE IN LAPTOP REPAIRING(CLR) 9. CERTIFICATE IN LIBRARY AUTOMATION 10. CERTIFICATE IN MS OFFICE(CMO) 11. CERTIFICATE IN 'C' PROGRAMMING 12. CERTIFICATE IN COMPUTER APPLICATION 13. CERTIFICATE IN 'C++' PROGRAMMING 14. CERTIFICATE IN CLIENT SERVER TECHNOLOGY (CCST) 15. CERTIFICATE IN COMPUTER NETWORKING (GCN) 16. CERTIFICATE IN COMPUTER HARDWARE & NETWORKING 17. CERTIFICATE IN COMPUTER PROGRAMMING 18. CERTIFICATE IN COMPUTERIZED FASHION DESIGNING (CCFD) 19. CERTIFICATE IN COMPUTERIZED FINANCIAL ACCOUNTING

			<p>20. CERTIFICATE IN DESK TOP PUBLISHING</p> <p>21. CERTIFICATE IN MULTIPURPOSE COMPUTER TECHNICIAN</p> <p>22. CERTIFICATE IN MULTIPURPOSE ELECTRONIC TECHNICIAN</p> <p>23. CERTIFICATE IN OBJECT ORIENTED PROGRAMMING LANGUAGE</p> <p>24. CERTIFICATE IN OFFICE AUTOMATION & INTERNET</p> <p>25. CERTIFICATE IN SOFTWARE TESTING</p> <p>26. CERTIFICATE IN WEB DESIGN, ANIMATION & ADVERTISEMENT</p> <p>27. CERTIFICATE IN WORD PROCESSING (HINDI/ENGLISH)</p> <p>28. CERTIFICATE IN WEB DESIGNING</p> <p>29. CERTIFICATE IN HUMANRIGHT</p> <p>30. CERTIFICATE IN COMMUNICATIVE & COMPETITIVE SKILLS</p> <p>31. CERTIFICATE IN COMMUNICATIVE ENGLISH</p> <p>32. CERTIFICATE IN COMMAN ENGLISH</p> <p>33. CERTIFICATE IN HORTICULTURE</p>
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ORDINANCE NO. 03**ADMISSION OF STUDENTS TO UNIVERSITY TEACHING DEPARTMENTS OR INSTITUTIONS, TRANSFER OF STUDENTS AND MAINTENANCE OF DISCIPLINE**

1. In this Ordinance, unless there is anything repugnant in the subject or context
 - a. "Qualifying Examination" means an examination the passing of which makes a student eligible for admission to a particular year in a course of study leading to a Bachelor's or Post-Graduate Degree or Diploma or Research Degree or other academic distinctions/titles conferrable by this University.
 - b. "Equivalent Examination" means an examination which has been conducted by-
 - (i) Any recognized Board of Higher Secondary Education; or
 - (ii) Any Indian University incorporated by any law in force, and recognized by the University as equivalent to its corresponding examination; or
 - (iii) Any foreign University / Board examination that have been recognized by AIU as equivalent to 10+2 stage qualification or Bachelor Degree programme.
2. Admission to all courses shall be governed by the following principles:
 - I. Admission shall not be a matter of right.
 - II. Eligibility shall not imply admission.
 - III. Admission in all University Teaching Departments or Schools or Institutions that are constituent units of the University shall be governed as per Regulation made in this behalf, subject to the norms/ eligibility/ guidelines issued by the relevant Regulatory Bodies . The University shall follow reservation policies of the State as enacted by a relevant Act of the Legislative Assembly.

3. A student seeking admission to a University Teaching Department or School or an Institution shall, on or before the date prescribed for submission of applications for admission, submit his application on the prescribed form to be obtained on payment of prescribe fee, at the prescribed location.
4. The mode of sending application for admission of students can be either direct in person or through counseling or through guidance centre or by post or through Online. Any student from India or abroad seeking admission in the University can interact Online with the University. Mode of instructions of teaching of such student shall be decided by the Academic Council of the University.
5. No candidate shall be admitted in more than one degree (UG/PG) course/programme simultaneously, in one and the same year. However the students are allowed to take admission in diploma/certificate/other capsule courses/short term courses pertaining to engineering and technical training, skill development, computers, as well as of various languages, conducted by the various Departments/ Schools/ Institutes/ Centers of the University.
6. The University shall follow the normal admission process to all courses, if otherwise not specified as follows:
 - (a) The University will publish an admission notification in newspapers, on the University's website, notice boards of the University and/or in other publicity media for information, before the start of every academic session of courses. Also the entire admission process shall be online / offline.
 - (b) List of candidates provisionally selected for admission/shortlisted based on merit will be displayed on the notice board of the University/ University's website or the student will be duly informed either directly or by any other mode for their admission. However the admission into professional / technical and other selected courses shall be based on the specific admission procedure designed by the University which may include either or all, aptitude test/academic credentials/Group Discussion/ personal interview and/or counseling whose separate merit list shall be prepared for admission to the concerned courses. Provided that, the University may also use the score cards of various National/ State level/ entrance test conducted by various agencies/

organization/ Institutes/ Universities/ Boards for this purpose

- (c) The candidates whose results of the qualifying exam are awaited can also apply,

who will be admitted provisionally. Such candidates, however, must produce the previous year mark-sheet/ School/ College/ University certificates or any other certificate/undertakings as desired by the University, as a proof for required eligibility criteria along with the application form and prescribed fee before the due date. The candidate so admitted shall have to present the final mark sheet of the qualifying examination within a specified period prescribed for this purpose by the University, otherwise the admission shall stand canceled.

- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be canceled.

- (e) The application form may be rejected due to any of the following reasons, if:

- a. The candidate does not fulfill the eligibility conditions.
- b. The prescribed fees are not deposited or submitted within stipulated period.
- c. The application form is not signed by the candidate and his/her parent guardian, wherever required.
- d. Supporting documents for admission are not enclosed.
- e. The University administration has any adverse report, comment or information about the candidate through any source of information or the University may give the provisional admission to such student with the certain specified conditions or the University may put such student on his conduct probation for some specified duration.

- (f) Enrollment/Registration number will be assigned to the student by the University after verification & submission of all the necessary documents and fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time, subject to the provisions of section 2 above.

7. The application for admission shall among others be accompanied by

- (i) The School or College Leaving Certificate signed by the Head of the Institution last attended by the student,
- (ii) True copy of the statement of marks showing that the applicant has passed the qualifying examination, and in the case of a student who passed the examination as private candidate, a certificate signed by two responsible persons certifying to the good character of the applicant. If an applicant for admission, as aforesaid, has passed the qualifying examination from a Board other than the Board of Secondary Education, Madhya Pradesh, or a University other than this University, he shall submit in addition to the School or College Leaving Certificate an eligibility or a Migration Certificate from the Secretary or Registrar of such Board or University, as the case may be together with immigration fee decided by the University.
- (iii) Provided that if it does not become possible for the applicant to obtain a migration certificate in time to submit the application, he may submit his/her application in time stating that the required certificate shall be produced as soon as it is received to him from the concerned board/University, and for that purpose applicant may be allowed by such period as the University may specify.
- (iv) Provided that a student who is eligible for second or supplementary examination of the University shall be permitted to take provisional admission to the next higher class with in the prescribed date. If student fails to clear the supplementary or pass the second examination, the provisional admission in the higher class shall stand canceled.

- (v) Provided further that the Vice-Chancellor shall have power to grant admission in cases of candidates Who qualify for admission as a result of revaluation and who seek admission within a month from the date of declaration of the result.
- (vi) Candidates coming on transfer from other universities because of the transfer of their Parents/Guardians, or any other genuine hardship beyond the last date for admission on the clear understanding that the attendance of all such students admitted under the provision shall be counted from the date of commencement of the session of the particular course/programme.
- (vii) No student shall be admitted to an Institutions/UTD/Schools for perusing a course of study for the initial year of the first degree under any College unless he has passed the final examination held under any recognized Board of Higher Secondary Education or an examination declared equivalent to such examination or such other qualifying examination as may be prescribed from time to time for a particular course/programme by the University.
- (viii) No student enrolled in the University shall be admitted to any subsequent higher class in any Institutions/ UTD/ Schools unless he has passed the examination qualifying him to appear for the examination for which he will be preparing.
- (ix) No student migrating from any other University shall be admitted to any class in Institutions/UTD/Schools unless he has passed the examination which has been declared by the University as equivalent to the qualifying examination for a student of the University.
- (x) Without prejudice to the provision contained in sub-clause (3) above, no student migrating from any other University shall be admitted to any class in Institutions/UTD/Schools without the previous permission of the Registrar wherever by any general or special direction, such permission is necessary.
- (xi) An applicant for admission to a course leading to any Degree or diploma or certificate shall not be so admitted unless he is prepared to appear in all the subjects prescribed for the particular examination.

8. (1) No student who has passed a part of any degree or Post- Graduate examination from another University shall be admitted to subsequent higher class for which examination in any Institutions/UTD/Schools without the approval of the Vice Chancellor.
- (2) No person who is under sentence of rustication from another University or a Teaching Institution connected with that University shall be admitted to any course of study in any Institutions/UTD/Schools maintained by this University.
- (3) No person shall be given admission to any course /programme of University unless the student and his parents shall submit an affidavit/ undertaking with regard to not to participate in any manner of raging or any kind of unsocial and destructive activities, violence/crime or use of drugs or alcohol/wine etc.
- (4) Admission to any course or Programme to the University can be canceled at any time if any information furnished by the candidate is found to be false or incorrect.
9. Admission to various courses/programmes of the University will be done as per their admission session declared by the University. The Vice Chancellor can make changes in the admission session of courses/programmes from time to time.
10. A Complete list of all students admitted to the Department/ Schools/ Institution shall be forwarded by the Head of the Department/ Schools/ Institution to the Registrar of the University by the last date (or as per the last date declared in the academic calendar of the University) with a certificate that all admissions have been made as per University Rules.
- (1) A student shall be enrolled as a member of Department/ Schools/ Institution as soon as he is admitted by the Head of the Department/ Schools/ Institution and has paid the prescribed fees.
- (2) A student seeking admission, after the commencement of the session to any course or programme of Department/ School/Institute shall be required to pay the whole prescribed fees including tuition fee from the commencement of session or as decided by the University.
11. The Head of the Department/ School/ Institution may permit a student to change his optional subjects for a course/programme or with the approval of the Vice Chancellor, to change the College within 30 days of start of the course/programme.

12. Every student in the University shall at all times be of good behavior, show diligence in studies, maintain decorum and dignity, take proper interest in co-curricular activities and observe all rules of discipline of the Departments/ Schools/ Institution of which he is a student and of the University.
13. When a student has been guilty of breach of discipline within or outside the premises of the University or Department/ Schools/ Institution, or persistent idleness or has been guilty of misconduct, the Head of the Department/ Schools/ Institution, at which such student is studying or the Vice-Chancellor/ Registrar/Dean Student Welfare may according to the nature and severity of the offense:
 - (i) Suspend such a student from attending classes for a specific period or
 - (ii) Impose monetary fine or both as decided by the appropriate authorities of University, or
 - (iii) Expel such a student from his Department/ School/ Institution, or
 - (iv) Disqualify such a student from appearing at the next ensuing examination, or rusticate such a student.
14. Before inflicting any punishment as aforesaid, the Head of the Department/ Schools/ Institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.
15. The Head of the Department/ Schools/ Institution concerned shall have power to suspend a student for such time as may be necessary, temporarily from the Department/ Schools/ Institution pending inquiry against his conduct in connection with alleged offense.
16. The period, during which a student remains suspended for completion of an enquiry shall be reckoned in the calculation of his attendance for appearing at an examination, provided if he is found innocent.
17. The rustication of a student from Department/ Schools/ Institution of the University shall entail the removal of his name from the register of enrolled students.
18. There shall be a code of conduct for students as may be prescribed by Regulation. It shall be compulsory for all students to comply with its provisions. In the event of non observance of the code, by a student it shall be the duty of the Dean/ head of Department/ Schools/ Institution/ Registrar of the University to take disciplinary action against him under the clause 14 as mentioned above.

ORDINANCE NO.04**REGISTRATION/ENROLLMENT OF STUDENTS AND THEIR
ADMISSION TO THE COURSES OF STUDY AND TEACHING
METHODOLOGY AND STUDY INSTRUCTIONS**

1. For registration/ to enroll in the University courses of study, a candidate must apply on prescribed format and submit the application form along with the attested copy of the mark-sheet of the qualifying examination, Transfer Certificate, Migration Certificate and any other certificate required by the University and University fees.
2. The registration/Enrollment form will be forwarded by the head of the Department/ Schools/ Institution to the Registrar of the University.
3. On receipt of the registration form at the University Department/ Schools/ Institution the candidate will be allotted a temporary registration number.
4. The registration application form will be subjected to verification by the University and after due verification, the candidate will be given an enrollment Number.
5. The validity of the enrollment will be for the following periods:
 - a. Certificate and one year Degree/Diplomaprogrammes- 2 years.
 - b. Three years Degree/Diploma programmes-6years
 - c. Four years Degree Programmed, 8 years
 - d. Master degree and two years programmes-4 years
 - e. Integrated Master degree & Five years programme.
6. Teaching Days - ordinarily every course/programmes offered by the University shall ensure the minimum actual academic days not below 180 days in an academic year and 90days in a semester. However it may vary for identified and selected course/programme keeping in view of their nature, mode, methodology and operation.

7. (a) Teaching methods of all the courses shall include one or more methods of teaching like - Class Room Teaching, Assignments, Lab classes, Seminars, Workshops Presentation, Group Discussion, Project Work, Summer Training, Field Work/visit, Industrial Visit, Industrial training, Educational Tour, Face to Face, online, e-learning, webinar etc.
- (b) For better support to the students in conjunction with the traditional approaches, most modern approaches based on innovative communication technologies for teaching learning will also be adopted wherever possible. These may include online teaching-learning, Web casting, Podcasting, Online chatting with teachers, Online Discussion Forums etc.
- (c) Also for better support to the student for their studies of any programme/course, the course material shall include various prescribed text books as well as University shall also provide other instructional and study materials with e- learning instruction and e- journals etc along with its own developed study material wherever possible. The University as far as possible shall also adopt the other innovative teaching aids and materials from time to time.
- (d) The teaching methodology, instructions & course/programme material may vary from course/programme to course/programme and it shall be appropriately designed by the University.
- (e) For the research oriented courses in all spheres of knowledge, the scope of the research, curriculum, the teaching and instructions methods may be of unique and innovative in nature and differ from the traditional approach of carrying out researches which shall be appropriately designed by the University from time to time.

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ORDINANCE-N0.05**EXAMINATIONS (GENERAL)****PART-I DEFINITIONS**

In this Ordinance

and in all Ordinances and Regulations laying down conditions for appearing in an examination of the University for a degree or a diploma, either in general or for a particular examination, unless there is anything repugnant in the subject or context have the following meanings-

- (a) "Regular Candidate" means the candidate who is studying in full time course running in the University in the respective academic year, and seeks permission for appearing in examination of the University as such.
- (b) "Ex-student candidate" means the candidate who has taken admission in the University as regular student and was not able to appear in the examination in the admission year or declared failed in the admission year or detained due to shortfall of attendance, indiscipline or by any other reason and seeks permission to appear in the Examination in the next academic year.
- (c) "Detained candidate" means the candidate who has taken admission in the University as regular student but he has not been permitted to appear in the examination due to shortfall of attendance, indiscipline or by any other reason.
- (d) "Failed Candidate" is a person who has failed in any of the theory paper or in any other part of the examination.

- (e) "Registration Period" means the period for which a candidate's enrollment is valid.
- (f) "Forwarding Officer" means any person authorized by the Registrar of the University.
- (g) "Attested" means attested by the forwarding officer.

PART-II ADMISSION OF VARIOUS CATEGORIES OF STUDENTS TO UNIVERSITY EXAMINATION

2. No candidate shall be permitted to appear in the University examinations unless he/she is duly registered / enrolled with the University.
3. Filled up examination forms of all the candidates with the complete examination fees shall be forwarded by the head of the Department/ School/ Institution so as to reach to the Controller of Examination through the Registrar on or before the last date prescribed for the purpose by the University. It will be the responsibility of the head of the Department/ Schools/ Institution to see that the candidate possesses minimum academic qualifications for appearing in the examination, has fulfilled attendance norms and is of good conduct.
 - (i) Application submitted by regular candidates together with the examination fee and marks fee shall be forwarded by the Head of the Department/ School/ Institution of the University so as to reach the Controller of Examination through the Registrar on or before the last date prescribed for the purpose by the University.
 - (ii) In case of each application, the Head of the Department/ Schools/ Institution of the University shall certify that the candidate :-
 - (a) Possesses the minimum academic qualification for appearing at the examination to which he seeks admission.

- (b) The student has good conduct.
- (iii) The Head of the Department/ Schools/ Institute of the University concerned shall send a list of candidates eligible for examination, as per examination schedule declared by the University to the Controller of Examination and the Registrar for information.
4. The head of the Department/ Schools/ Institute or the Registrar of the University can detain a candidate from appearing in an examination if he/she has not paid complete fees and full dues of the University.
- (a) An ex-student shall submit his examination form in prescribed format on or before the last date notified by the University to the concerned head of the Department/ School/ institute who will forward it to the Controller of Examination through the Registrar after due verification.
- (b) An ex-student candidate shall offer the same subjects or optional papers which he had previously offered as a regular candidate, the changes in scheme of examinations by the University notwithstanding.
5. The Head of the Department/ Schools/ Institute of University may detain a regular candidate from appearing in an examination or at any stage of examination if he does not pay outstanding dues, or does not return the property and all the articles and uniform issued to him for sport or NCC or for any other purpose or does not pay the cost thereof in case of its loss, 15 days before the commencement of the examination or if the conduct of the student has been unsatisfactory.
5. No candidate shall be allowed to take the term-end/Annual/Semester Examination unless one has:
- (i) Attended at least 75% of lectures delivered / practical or lab classes conducted.

- (ii) Paid all the prescribed fees and dues/fine imposed if any.
- (iii) Obtained 'No Dues' certificate from the all concerned sections of the respective Department/ Schools/ Institute of the University.
- (iv) Submitted the job internship certificate/ Project Report (where ever it is applicable), as notified by the appropriate authority of the concerned Department/ Schools/ Institute/ of the University.
- (v) Received in-plant training (where ever it is applicable), as prescribed in the syllabus and notified by the appropriate authority of the University.

PART III GENERAL CONDITIONS

7. Where there are Two or Three examinations for any degree such as Year I, II and III or Previous and Final examinations and there are Two or more alternative subjects/courses are available for such a degree, a candidate for that degree must take the same in year/ Final examination as he has taken in the year-II/Previous examination.
8. No candidate shall appear in more than one degree (UG/PG) examination simultaneously, in one and the same year. However the students are allowed to appear in diploma/certificate/other capsule courses/short term courses pertaining to engineering and technical training, skill development, computers, as well as of various languages conducted by the various Departments/ Schools/ Institutes of the University.
9. A Candidate who has passed the Bachelor's Degree Year-I or Year-II examination or the Previous examination of a Master's Degree of another University may with the permission of the Vice Chancellor, be admitted to the next higher examination of the University for the degree concerned, provided the course offered by the candidate at such other University is equivalent to the course of the University for the corresponding examination.

10. No person who has been expelled or rusticated from the University or has been debarred from appearing at University examination shall be admitted to any examination during the period for which the sentence is in operation.
11. Notwithstanding anything contained in the Ordinances relating to admission of candidates to appear in an examination for the course/ program he has been already admitted in the University, the Vice Chancellor may, in special cases in which he is satisfied that the delay in submitting the application for admission to an examination is not due to lack of diligence on the part of the candidate and that it would be a great hardship to the candidate if his application is rejected, allow an application which is otherwise complete in all respects to be entertained with the requisite late fees.
12. (1) The Controller of Examination shall issue an admission card in favor of a candidate, if:
- (a) The application of the candidate is complete in all respect in accordance with the provisions applicable, and is in order.
 - (b) The candidate is eligible for admission to an examination and the fees as prescribed have been paid by the candidate.
- (2) Where the practical examination is held, earlier than the examination in theory papers, a candidate, shall not be deemed to have been admitted to the examination until he is issued an admission card for appearing in the examination.
- (3) The admission card issued in favor of a candidate (Including regular, ex-student and private candidates), to appear at an examination may be withdrawn if it is found that
- (a) The admission card was issued or permission was given through mistake, or the candidate not eligible to appear in the examination.

(b) Any of the particulars given or document submitted by the candidate in or with the application for enrollment, admission to a University Teaching Departments/ Schools/ Institutes for admission to an examination is false, incorrect, or forged and fabricated or found unsatisfactory.

(c) The Controller of Examination may, if he is satisfied that an admission card has been lost or destroyed, grant a duplicate admission card on payment of a prescribed fee as decided by the University for this purpose. Such card shall show in a prominent place the word "DUPLICATE".

(4) A candidate shall not be admitted into the examination hall unless he/she produces the admission card before the invigilator or the superintendent of the examination centre or appropriate authority pertaining to examination of the University. A candidate shall produce his admission card whenever required by the Superintendent or the invigilator during the examination.

(5) In the Examination hall the candidate shall be under the disciplinary control of the Superintendent of the examination Centre and invigilator, and he shall obey their instructions. In the event of a candidate disobeying the instructions or showing indiscipline conduct or arrogant behavior towards the Superintendent or any invigilator, the candidate may be excluded from that day's examination and if he persists in misbehavior he may be excluded from the rest of the examinations by the Superintendent

(6) If a candidate acts in a violent manner or uses force or makes a display of force towards the Superintendent or any invigilator at the examination centre or in its

precincts endangering the personal safety of either of them or acts in a manner likely to obstruct the authorities in the discharge of their duties, the superintendent may expel the candidate from the examination centre and if necessary the examination authority shall take the help of police to manage the situation and for smooth conduction of examination.

- (7) If a candidate brings any dangerous weapon within the precincts of the examination centre, he may be expelled from the centre and/or handed over to the police by the superintendent of Examination centre.
- (8) A candidate expelled on any of the grounds mentioned as above will not be allowed to appear in the subsequent papers.
- (9) In every case where action is taken by the Superintendent as above a full report shall be sent to the Registrar and Vice- Chancellor.
- (10) Vice Chancellor shall send the case before the appropriate committee duly constituted.
- (11) The Vice-chancellor for that purpose shall consider according to the gravity of the offence, to further after giving an opportunity and considering any explanation punish a candidate by cancelling his examination and/or debarring him from appearing at any of the examinations of the University for one or more years submitted by the candidate.
- (12) If a candidate is found guilty of using or attempting to use or having used unfair means at an examination such as copying from some book or notes or from the answer of some other candidate or helping or receiving help from any other candidate or keeping with him the examination hall material connected with the

examination or in any other manner whatsoever, the Vice Chancellor may cancel his examination and also debar him from appearing at any of the examinations of the University for one or more years according to the nature of the offence.

(13) The Vice-Chancellor may cancel the examination of a candidate and/or debar him from appearing at an examination of the University for one or more years if it is discovered afterwards that the candidate was in any manner guilty of misconduct in connection examination and/or was instrumental in or has abetted the tempering of University records including the answer books, mark-sheets, result charts, degree/diplomas or certificates and alike.

(14) The Vice-Chancellor may cancel the examination of a candidate and/or debar him from appearing at an examination of the University for one or more years, if it is discovered afterwards that the candidate had obtained admission to the examination by misrepresenting facts or by submitting false or forged certificate/documents.

13. A candidate who due to sickness or other cause is unable to present himself/herself at an examination shall not receive a refund of his fee, provided that the Vice Chancellor may in a case in which he is satisfied about the genuineness, or merit of it on only exceptional cases with due consent of the Chancellor, order for adjustment of the following portion of the fee towards the immediate next examination:

- (1) Examination fee: Other fees paid by the candidate shall lapse to the University. Application for such adjustment for a candidate accompanied by a Medical Certificate of illness if applicable must be sent, so as to reach the Registrar not later than 10 days from the date of commencement of the examination at which the candidate was to appear.

- Provided, however, that a candidate shall not be entitled to the adjustment of examination fee mentioned in foregoing if he/she changes the College or his subject in case of a postgraduate examination.
- (2) The examination fee of a candidate who dies before appearing at the examination may be refunded in full to his guardian or his successor.
- (3) The entire fees paid by a candidate whose application for appearing at an examination is cancelled on account of producing fraudulent documents or giving false particulars shall stand forfeited.
14. Any candidate who has appeared at an examination conducted by the University, may apply to the Registrar for the re totaling of his marks in the written papers in any subject and rechecking of his result on the prescribed pro-forma, of the University, which shall be available on the payment basis. Such application must be made so as to reach the Registrar within 7 days of the publication of the result of the examination.
- (1) The application of re-totaling of marks must be accompanied by the prescribed fee of the University from time to time.
- (2) The result of the re-totaling shall be communicated to the candidate.
- (3) If as a result of re-totaling it is found that the examinee should be declared as having passed or placed in a higher division the result of the candidate shall be revised accordingly.
15. (1) A candidate whose result has been declared may apply to the Registrar in the prescribed form, of the University, which shall be available on the payment basis, within Seven Days of the declaration of his result for the revaluation of any answer books.


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Provided that no candidate ordinarily shall be

allowed to have more than Two Answer Books revalued. However in exceptional cases on the genuine ground the Vice Chancellor shall allow only one more Answer Book.

Provided also that no revaluation shall be ordinarily allowed in case of scripts of practical, field work, sessional work, class tests and such other evaluation like- seminar, presentations, group discussion etc. submitted in lieu of a paper at the examination. However the thesis submitted in lieu of a paper shall be re-valuated on the exceptional case without conduct of any fresh internal assessment and viva-voce, with the permission of the Vice-Chancellor. The revaluation fee for thesis shall be prescribed by the University separately.

(2) The fee for revaluation shall be as decided by the University from time to time.

16. No person, who is under sentence of expulsion or rustication from a University Teaching Departments/ Schools/ Institutes/ Centers or is debarred from appearing at examination of the University for any period of time, shall be granted a Migration Certificate during the period for which the sentence is in operation.
17. Because of loss, theft or any other reason if a student intends to apply for the duplicate copies of his/her mark sheet, degree, diploma, certificate, migration etc., the student may apply to the Registrar of the University on the prescribed pro-forma, which shall be available on the payment basis and submit with the details of examination accompanied with an affidavit on stamped paper of proper value as per prevailing law and requisite fee which shall be prescribed by the University from time to time. Provided further that duplicate copy of Migration Certificate shall not be granted except in cases in which the Registrar is satisfied by the production of an affidavit on a stamped paper of proper value required by Legal Law for the time being in force that the applicant has not utilized the Original Migration

Certificate for appearing at an examination and has lost the same or that the same has been destroyed and that the applicant has real need for a duplicate.

18. The names of first ten successful candidates in each examination shall be declared in order of Merit for each class/subject/course/programme as the case may be.
19. There shall be separate provision in the concerned regulation for the award, distribution and its proper regulation of the grace marks except where it has been already specified concerned ordinance.

PART-IV EXAMINATION FEES

20. The examination fees for various courses under semester system/annual examination pattern will be such as prescribed by the University from time to time.
21. The Board of Management of the University with due Concurrence of Finance committee can change any of the above fees or conditions for the examination as and when the situation so warrants.
22. The control of exam fees and other fees shall rest with CFAO.


ORDINANCE NO. 06
CONDUCT OF
EXAMINATIONS

1. All arrangements for the conduct of examinations to be held by the University shall be made by the Controller of Examinations in consultation of examination committee of concerned College/ Department/ School/ Institute.
2. The Controller of Examinations shall prepare and duly publish a programme for the conduct of examinations specifying the date of each Examination and the last dates by which applications and fees for examinations shall be submitted by the intending examinees.
 - (i) The Controller of examination shall appoint the appropriate number of Superintendent and Assistant Superintendents with the approval of the Vice-chancellor, for the conduct of various examinations and shall issue instructions for their guidance.
 - (ii) The Superintendent of the Examination shall be personally responsible for the safe custody of question papers and the answer books, sent to him and shall render to the University office a complete account of used and unused question papers and answer books timely.
 - (iii) The superintendent shall supervise the work of invigilators working under him and shall conduct the examinations strictly according to the instructions issued to him by the University.
 - (iv) The Superintendent of the Examination shall, whenever necessary send a confidential report to the Controller of Examinations about the conduct of examination, mentioning therein the performance of the invigilators and the general behavior of the examinees. He shall send a daily report on the number of examinees attending each examination, absentees roll numbers and such other information relating to the examination being held at the

centre as may be considered necessary, along with any other matter which he thinks fit to be brought to the notice of the University.

- (v) He shall also be responsible for maintenance and submission of the account of advance money received and expenditure incurred in connection with the conduct of the examinations and to report to Controller of Examinations directly.
- (vi) The Centre Superintendent shall have the power to expel an examinee from examinations on subsequent examination days, on any of the following grounds:
- a. That the examinee created a nuisance or serious disturbance at the Examination Centre.
 - b. That the examinee showed a seriously aggressive attitude towards an invigilator or a member of the staff entrusted with the examination work.
 - c. If necessary, the Superintendent may get police assistance. Where a candidate is expelled, the Controller of Examinations and Registrar shall be informed immediately.
- (vii) Unless otherwise directed, only teachers of University Teaching Departments/ Schools/ Institutes shall be appointed as invigilators by the Superintendents. Invigilators can also be drawn from other educational institutions.
- 3 It shall be the duty of the Centre Superintendent to ensure that an examinee is the same person who had filled in the application form for appearing at the examination. As well as to see that on each day on which a candidate his/her signature is obtained on the prescribed forms/documents and to make sure that it tallies with the one already on it.
- 4 No examinee shall leave the examination hall within half an hour of the start of the examination for any purpose whatever and no late comer will be permitted in the examination hall after half an hour of its commencement.

5. Examinees desirous of leaving the examination hall temporarily shall be permitted to do so for a maximum period of 5 minutes. The absence shall be recorded and if the examinee fails to return within the limit of 5 minutes, he/she shall not be permitted to enter the examination hall, unless he/she gives convincing explanation.
6. A candidate found talking during the examination hours shall be warned not to do so. If the candidate continues talking in spite of the warning by the invigilators, the answer book of such examinee shall be withdrawn and a second answer book supplied. Only the second answer book shall be sent for valuation. The first answer book shall be canceled and sent to the Controller of Examinations by the Superintendent.
7. The Controller of Examinations may, on the recommendation of the Centre Superintendent appoint an alternative person to write down dictation pertaining to answers to questions at the examination on behalf of an examinee who is unable to write himself/herself on account of physical disability, severe short sightedness or sudden illness (must be supported by a certificate issued by a Medical Officer), provided that such an alternative person shall be a man/woman possessing qualification of at least one class examination lower than the examinee concerned and he may not be the relative of the examinee.
8. The Superintendent of an examination centre shall take action against an examinee who is found using or attempting to use unfair means in the examination hall or within the premises of the examination centre during the hours of examination, in the following manner:
 - (i) The examinee shall be called upon to surrender all the objectionable materials found in his or her possession including the answer book and a memorandum shall be prepared with date and time.
 - (ii) The statement of the examinee and the invigilator shall be recorded.

- (iii) The examinee shall be issued a fresh answer book marked "Duplicate Using Unfair Means" to attempt answer within the remaining time prescribed for the examination.
 - (iv) All the materials collected and the entire evidence along with a statement of the examinee and the answer book duly initialed shall be forwarded to the Registrar by name, in a separate confidential sealed registered packet marked "Unfair Means" along with the observations of the Superintendent.
 - (v) The material so collected from the examinee together with both the answer books, collected while using unfair means and the other supplied afterward, will be sent to the examiner by the Registrar for assessing both the answer books separately and to report if the examinee has actually used unfair Means in view of the material collected.
 - (vi) The cases of the use of unfair means at the examination as reported by the Centre Superintendent along with the report of the Examiner shall be examined by a Committee to be appointed by the Vice Chancellor every year.
9. The Vice Chancellor may cancel an examination if he is satisfied that there has been a leakage of question papers or any other irregularity which warrants such a step.
 10. The Controller of Examination with due approval of the Vice Chancellor may issue such General Instructions for the guidance of the Examiners, Centre Superintendents, Tabulators, Collators, as he considers necessary for the proper discharge of their duties.
 11. Subject to the provision of this Ordinance, the Board of Management on the recommendation of Academic Council may from time to time make, alter or modify rules and procedures about the conduct of examination.
 12. (1)  The Results Committee for each College shall consist of the

following:

- (i) Dean of the College (Chairman).
 - (ii) Head of the Department
 - (iii) Two senior most teachers of the Department (other than the head of the department).
 - (iv) Controller of Examination (Member-secretary)
- (2) Two members shall form the Quorum,
 - (3) The term of the Results Committee shall be one academic year.
 - (4) The functions of the Results Committee shall be as follows:
 - (i) To scrutinize and pass the results of the examinations conducted by the University after satisfying itself that the results on the whole and in various subjects are in conformity with the usual standards and to recommend to the Vice Chancellor the action to be taken in case the result is unbalanced.
 - (ii) To scrutinize complaints against question papers and to take necessary action.
 - (iii) To decide cases of candidates who answered wrong paper.
 - (iv) To decide cases of candidates whose answer books were lost in transit.
 - (v) To decide cases of mistakes made by the paper-setters, Moderators, Examiners, Invigilators, Superintendents of the Examination Centres, Tabulators, Collators, coordinators and any other person concerned with the examinations whose cases are referred to the Committee.

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(vi) To exercise such other powers as the Academic Council and Vice-chancellor may delegate to it from time to time.

13. If a candidate has any communication to make on the subject of his/her examination paper, it shall be made in writing to the Controller of Examinations directly.
14. Any attempt made by or on behalf of a candidate, to secure preferential treatment, in the matter of his /her examination, shall be reported to the Controller of Examinations, who shall place the matter before the Vice- Chancellor and other appropriate forum of the University to take necessary action against such candidate.
15. Except as otherwise decided by the Board of Management, the examination answer books and the documents regarding the marks obtained by the examinees, except the tabulated results, shall be destroyed or otherwise disposed off after 6 months from the date of declaration of the results.
16. The Controller of Examination will publish the results of the examinations as passed by the Results Committee on the various notice boards of the University. The results, when published, shall simultaneously be communicated to the Heads of Departments/ Schools/ Institutes/ Centres. If any clerical error or error in the process of calculation or computerization is discovered in the results so declared by any source, the Result Committee with the approval of the Vice-Chancellor shall have the power to rectify the same.
17. The remuneration of the Examiners, Superintendents, Asstt. Superintendents, Invigilators, Tabulators and Collators and the deductions to be made in remuneration or any other kind of punishment or corrective measures for errors noticed shall be decided by the Board of Management in consultation with relevant committee constituted for the purpose from time to time.
18. Where a candidate applies for revaluation, the answer book in which revaluation is sought will be sent for valuation by the Controller of

Examinations to Two Examiners (other than the One who initially evaluated it.

- 19 The average of the nearest two of the three valuations (one initial and two revaluation shall be taken as corrected marks.

Provided that, if the revaluation marks deviate by 10% or more in higher side from the initial valuation, than the average of these two revaluated marks shall be considered and awarded to student accordingly otherwise no change in his initial evaluation is done that means no change already awarded marks.

- 21 All the records of examinations and results will be maintained by the University for a maximum period of three years from the date of declaration of results of the concerned examination except the tabulation chart or master cross list or grand chart reflecting the statement of marks of all examination of all examinees of a course/programme which shall

be maintained and detained in the safe custody as the permanent document of the University.

- 22 Any matter not covered in the above provisions will be dealt in accordance with the provision of the concerned/relevant Regulations which shall be amended from time to time.

ORDINANCE NO. 07**THE CONDITIONS FOR AWARD OF FELLOWSHIPS/SCHOLARSHIPS/
STIPEND/MEDALS/PRIZES**

1. Every year at an appropriate time, the University shall invite application from students/scholars through a notice for the various awards to be made.
2. All awards of Fellowships, Research Scholarships, Stipend and other Scholarships including its value and duration, shall be made on the recommendation of the Academic Council by the Board of Management and the various medals, prizes and titles shall be awarded on the recommendation of a committee consisting of:
 - (i) Vice-Chancellor Chairman,
 - (ii) All Deans/Directors Member
 - (iii) One nominee of the Chancellor Member,
 - (iv) Registrar Member Secretary
2. Subject to the general conditions applicable to all fellowships and research scholarships as laid down in paragraph 3 below, the value, duration and conditions of the award of UGC fellowships shall be such as are laid down by the UGC.
3. The award, its value and duration of fellowships and Research Scholarships instituted by the University will have the following conditions-
 - (i) The Fellow/Scholar will do whole time Research Work under approved guide/supervisor on a subject/title approved by the University.
 - (ii) The Fellow/Scholar shall not accept or hold any

appointment paid or otherwise or receive any emolument, salary, stipend etc. from any other source during the tenure of the award, nor shall he/she engage himself/herself in any profession or trade during that period. He/she may, however, undertake teaching assignment of not more than twelve hours a week in the institution, where he is working without accepting any remuneration.

- (iii) The Fellow/Scholar shall not join any other course of study or appear in any examination after commencing work under the Fellowship/Scholarship.

(a) Provided that the Vice Chancellor may, on the recommendation of the guide, permit the Fellow/Scholar to join a Language Diploma Course and appear in an examination.

(b) Provided further that exemption could also be for those, who wish to appear in an examination or a subject, relevant to the problems of research, without supplicating for any degree.

- (iv) Unless permitted by the guide/supervisor to work for a specified period at some other place, the Fellow/Scholar shall be required to attend the specified concerned institution, where he is to work, on all working days and shall submit a satisfactory report with respect to his work and conduct from that institution.

- (v) If any information submitted by the Fellow/Scholar in his application is found to be incorrect, incomplete or misleading, the award may be terminated by the Board of Management after giving him an opportunity of being heard.

(vi) If at any time it should appear to the University by any source that the progress or conduct of the Fellow/Scholar has not been satisfactory, the Fellowship/Scholarship may be suspended or withdrawn, at any time, by the University.

(a) Leave for a maximum of thirty days in a year (15 day in each semester) in addition to general holidays may be allowed to a fellow/scholar with the approval of the guide/supervisor and the University. The general holidays, however, are not including in the vacation period. Provide that no other leave shall be admissible.

(b) Further the fellow/scholar may, in a special case, be allowed leave by the University, without fellowship/scholarship for a period not exceeding three month, during the tenure of the award on the recommendation of the Guide/Supervisor.

(vii) The Fellow/Scholar shall be required to pay the prescribed fees to the University.

- 4 Post-Graduate Scholarship instituted by the University shall ordinarily be tenable for Two Academic Sessions i.e. Twelve Months in the First Year and Ten Months in the Second Year on condition that the Scholarship holder produces a certificate of efficiency in studies from the Head of the Department in the subject of study.
- 5 If two or more candidates are eligible for the award of Scholarship, the scholarship shall be divided equally between the candidates concerned.
- 6 The Scholarship shall be tenable from the dates of the workload assigned in the respective semester in all cases. However, the fellow/scholar shall take the admission at the commencement of the

- session and liable to pay the prescribed fee including tuition fee (or lab fee if applicable) for the entire session.
7. The payment of contingency grant of the Scholarship shall be made to the fellow/scholar on the production of valid and original bills of his expenses incurred in relevant heads/items, duly approved by his guide/supervisor and countersigned by the Head of the Department/School/Institution where he/she studies.
 8. No scholarship shall be paid to fellow/scholar, for a month unless the fellow/scholarship holder has attended the Department /School/Institution, regularly in that month.
 9. The drawl of Scholarship shall be done in accordance with the procedure that may be laid down by the University.
 10. A Scholarship holder shall not combine any other course of study with the course for which the award is made.
 11. A Scholarship shall be canceled in the Final Year if the Scholarship holder fails to secure the examination result as prescribed by the University.
 12. If a Scholarship holder is unable to appear at the Previous examination on account of sickness or any other reasonable cause, the scholarship for the period of preparation leave and examination shall be paid only if the Head of the Department/School/Institution, certifies that the scholar diligently studied for the examination, but was unable to take the examination for reasons beyond control. Such a scholar shall not receive scholarship during the next session, but shall be entitled for the scholarship during the studies for the Final Examination, if the scholar passes the previous Examination with the requisite marks in the succeeding year in the first attempt.
 13. A Scholarship holder shall at all times be of good conduct and behavior and observe all rules of discipline.
 14. A Scholarship shall be liable to be terminated if:

(i) The Scholarship holder discontinues studies during the

middle of a session; or

(ii) The scholarship holder, after he has been given a reasonable opportunity to explain his conduct, is in the opinion of the Board of Management guilty of a breach of clause 13 of this Ordinance; and if the Board of Management so directs, the Scholarship-holder shall also be liable to refund the amount of Scholarship drawn by him.

(iii) The order of termination passed by the Board of Management and issued by the Registrar shall be final.

13. No scholar/fellow shall be entitled to receive more than one kind of scholarship/stipend/financial assistant in any form. However, if a candidate is eligible and entitled for more than one scholarship than he is free to opt the scholarship which is more gainful or most suitable to him.

ORDINANCE NO. 8**PROVISION REGARDING DISCIPLINARY ACTION AGAINST
THE STUDENTS AND AWARD OF PUNISHMENT**

1. All students pursuing a course of studies at the University shall observe a code of conduct as may be laid down by the Governing Body and Academic council of the University and also abide by all the rules and regulations of the University framed and notified from time of time.
2. Any violation of the code of conduct or breach of any rules or regulations of the University by any student shall constitute as act of indiscipline and shall make him liable for disciplinary action against him.
3. The following act, in particular, shall constitute acts of gross indiscipline and any student indulging in any of them, shall render him/herself liable for disciplinary action against him.
 - (a) Disobeying the teacher/officials instructions or misbehaving in the class.
 - (b) Quarreling or fighting in class rooms/University campus, hostels or in the campus amongst themselves or indulging in any activity which amounts to ragging and or harassment of junior students.
 - (c) Quarreling or fighting with a University employee or any employee of the University mess/canteen/cafeteria/security or any other public utility functioning in the campus.
 - (d) Behaving in the University campus or outside in a manner which is indecent or which is meant to annoy or harass the students, teacher, officers or employee of the University.
 - (e) Visiting socially unacceptable websites, consuming liquor or banned substances like drugs etc.
 - (f) Damage to University property.
 - (g) Indulging in acts of theft, stealing and misappropriating.
 - (h) Any other activity that defames the University and constitutes indiscipline.

4. Cases as above or any other which constitute indiscipline shall be determined by the University Disciplinary Committee. University Disciplinary Committee (UDC) will be formed by the Vice-Chancellor as under:
- | | | |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| (a) | Chief Proctor /Proctor | Chairman |
| (b) | Head of the concerned Department(s) | Member |
| (c) | Chairman women Cell | Member |
| (d) | Dean student welfare | Member |
| (e) | Registrar | Member Secretary |
| (f) | At least one Associate Professor and one Asstt. Prof. nominated by Vice-Chancellor, minimum one female Member of Teaching of any rank nominated by Vice-Chancellor | |

Note: The UDC may seek assistance of wardens, hostel superintendent, security staff and other staff to investigate the cases of indiscipline. This will be Standing Committee to investigate all cases of student's indiscipline.

5 Procedure for Enquiry and Punishment

The case(s) of indiscipline shall be processed as given below:

- (a) Any case of indiscipline received shall be referred to the University Disciplinary Committee (UDC), which after considering the case on its merit may dispose of depending upon the nature of which, or it may refer the case, within

24 hours of the case referred to it, with its comments

to the Vice Chancellor depending upon the quantum of offense.

- (b) The Dean (Academic)/Registrar may suspend a student for a period to be decided by them up to a maximum of 30 days for any act of indiscipline of committed in the presence of a College member/officer of the University, which is detrimental to the maintenance of a healthy atmosphere and law and order in the campus.
- (c) The Vice Chancellor may suspend a student, if the student has committed a breach of discipline or a prima facie case exists against the student, and institute an inquiry by such a committee or inquiry officer as the Vice Chancellor may constitute/appoint for this purpose.

6 The following punishment may be imposed for genuine and sufficient reasons:

- (a) Imposition of fine.
- (b) Imposition of fine or putting on conduct probation for specified period or the rest of the stay in the University.
- (c) Warning or imposition of "suspended fine and warning" (a suspended fine becomes operative if the student concerned is found guilty of another act of indiscipline during the remaining period of that session).
- (d) Expulsion from the University for specified period as decided by the UDC
- (e) Rustication from the University.
- (f) The following shall be the competent authorities to award various punishments as indicated above.

(i)

The Vice
Chancellor

or the Dean Student Welfare-(a), (b) and (c)

(ii) The Vice Chancellor (d) and (e) as above

7. Action with regard to punishment in a, b, c, d & e may be taken after the student has been called by the officer's concerned and given an opportunity to explain his/her conduct. Action with regard to punishment defined in (d) & (e) shall be imposed after the matter is thoroughly investigated by a committee or an Enquiry Officer appointed by the Vice Chancellor which shall follow the procedure as laid down below.

- (i) Upon receiving a report from the wardens/College members or any respective person regarding an act of indiscipline committed by a student/group of students, the Registrar will order the meeting of UDC.
- (ii) UDC will consider the incident report and hear the plea of alleged offenders and record their statements.
- (iii) The UDC will also consider statements of other relevant persons and may visit the site of occurrence.
- (iv) After the investigation is completed the UDC will submit its report to the Registrar who shall put it up to Vice- Chancellor, through Dean Student Welfare for the decision.
- (v) In case of serious breach of indiscipline, the students may be put under immediate supervision and sent home. In such cases, they will be asked to report back with their parents on a specific date. This will be done with the approval of the Vice-Chancellor.

On the basis of the recommendation made by UDC

the Vice Chancellor will take final decision for the punishment of guilty student(s).

8. The welfare and discipline of students are two integral parts of a University behavior. Student's behavior and discipline will therefore be assessed and will receive the same attention as the academic work. The discipline of the students will therefore be closely monitored in the campus, class rooms, laboratories, library, play grounds, mess and canteen and in the hostels in respect of the residing students and outside the campus for both residing and non residing students. This will cover general behavior and discipline and will awarded disciplinary grades.
9. To maintain the discipline in the University campus, instructions/standing orders of the University are provided to the students at the time of admission which are as under:-

(a) General


- (i) Students of the University must study the Standing Orders carefully and also make themselves familiar with these instructions, pertaining to their academic, Co-curricular and other activities.
- (ii) Any amendment/additions to these Standing Orders will be notified through notices displayed on notice boards and circulated in the other usual manners. The plea of ignorance will not be entertained for any breach of orders, enforce from time to time. Therefore, students must see the notices on the Notice Boards/ website/Web Kiosk timely and regularly.
- (iii) The Vice Chancellor shall be the chief executive officer of the University who shall also be overall in-charge of the academic activities including attendance, leave and maintenance of discipline in the University. Any complaint within the jurisdiction of the concerned section will be dealt-with by the Officer in- charge of that section.

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(iv) Vice-Chancellor / Registrar overseeing the Administration will deal with the welfare and discipline in the campus including the Hostel and also outside the campus and will ensure maintenance of good conduct. V.C./Registrar will be assisted by all members of the College and staff of the University.

(b) Conduct & Behavior

- (i) Students should be present in their all classes. Also they should carry out all other outdoor and extra-curricular activities assigned to them. Their attendance and leave are governed by the regulations pertaining to them.
- (ii) Students must give their undivided attention to their academic work and must be respectful to their teachers, supervisors and staff.
- (iii) All students must carry I-cards with them at all times. Identity card can be asked to be shown by any competent authority including security guards at the entry gate of the institute as well as mess & Canteen, hostel. I-card is an important document. Loss of Icard may invite fine, monetary fine as decided by the University from time to time.
- (iv) Students must conduct themselves with due decorum in the classes, laboratories, etc. and move in an orderly and disciplined manner. They must conduct themselves in a worthy manner of great traditions.
- (v) Students, who fail to make sufficient progress in their studies and also do not maintain the required attendance in the classes, are liable to be debarred from appearing in the final examination and given Fail grade.
- (vi) If in a particular class/period more than 50% students are absent, it would be regarded as mass absentecism and an act of indiscipline. Disciplinary action will be taken against the students indulging in mass abstention.


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- (vii) No student shall disobey any order issued by the University. Students must behave with due decorum towards their fellow students. Girl students must be shown special consideration in this regard. All students & employees must be given respect.
- (viii) Students should not indulge in violence of any kind with fellow students, teaching College and employees of the University within or outside the Institute. Violence by any student or group of students will lead to severe disciplinary action.
- (ix) Students are not allowed to become members of outside societies or allowed to join discussion of a political nature or to take part in any political activity without prior permission of the University.
- (x) No meeting of the students other than those organized under the aegis of the various recognized students activities shall be organized without the prior permission in writing from the Vice Chancellor.
- (xi) No meeting/function within the University campus to which any outsider is invited, shall be organized nor shall any outsider address the students without the prior permission in writing from the Vice Chancellor.
- (xii) No students shall use unfair means at any of the examinations, tests and attempt or threaten the staff to get undue advantage. Disciplinary action shall be taken against defaulters as per the rules of the University.
- (xiii) Students must pay all fees and other dues on specified dates. If they do not do so they render themselves liable to penalties as enforce from time to time.
- (xiv) Students must take good care of all University property. Any damage to University property shall be viewed as a gross indiscipline. Such student(s), in addition to facing the disciplinary action, shall have to replace the damaged property and remake it as good and also pay

the monetary fine imposed on him. Students must use the furniture and fittings with due care and must not deface buildings, roads, furniture and fittings etc. in any manner.

(xv) Students must handle the laboratory equipments, instrument and machinery with great care that they have to use in the course of their work. Any damage or breakage of such equipment etc. due to improper use or negligent handling will have to be made good by the students concerned or the appropriate fine shall be imposed on him/her.

(xvi) Ragging in any form is unlawful and strictly prohibited, Student involved in ragging shall be expelled from the University and FIR shall be lodged against them. (Supreme Court's Decision).

(xvii) Use of mobile cellular phone inside the Academic, Administrative area, Library, Labs, Toilets, Classrooms is strictly prohibited. Mobile phones must be kept in silent mode and attended to outside the Academic/ Administrative block. Use of mobile phone with cameras is strictly prohibited in the Campus. Violation of above will lead to confiscation of the mobile phone and disciplinary action.

(xviii) All the students are required to observe the prescribed uniform/dress code while moving in the Administrative/Academic area including Labs and Library on working days. Students not wearing the prescribed uniform and dress code may be denied entry to the University as well as liable to impose fine.

(xix) Consumption of liquor or any other intoxicating drug or smoking is strictly prohibited within University Campus, hostel, or outside, the appropriate disciplinary action shall be initiated against offenders and reasonable penalty/punishment shall be imposed.

10. Rules and Regulation for Learning Resource Centres(LRC)/Library

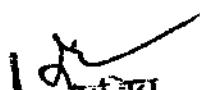
- (a) Students must follow the LRC rules for borrowing books. They must show their Identity Cards when asked for. The books must be returned on or before the due date of return of the book.
- (b) Library books should be used with great care. Tearing or folding or cutting of library books or making any mark on them is not permitted and shall lead to disciplinary action. Any defect noticed at the time of borrowing books must be brought to the notice of the Library staff immediately, otherwise the borrower may be required to replace the book by a new copy or pay double the cost of the book.
- (c) In open access LRC, replacement or misplacement of books on the shelves by the readers is not desirable. Readers should leave the book on the table after use.
- (d) LRC cards are non-transferable and they should be kept securely otherwise the borrower shall be held responsible for the books issued against cards.
- (e) Before leaving the LRC, a student should make sure of getting the LRC books properly issued at the counter against the card.

- (f) Personal property or books or other belongings of students must be deposited at the entrance gate the LRC.
- (g) The loss of LRC books or borrowers card must be immediately brought to the notice of the Learning Resource Manager (LRM)/Librarian in writing.
- (h) Polite and courteous behavior inside the LRC is expected from all the users and silence must be observed inside the reading rooms.
- (i) Rules and Regulation of LRC/library for students, faculties and staff members shall be the same as above.

11. Ragging Instructions and its Treatment

(a) Following act(s) done by any student with another student will constitute Ragging:

- (i) Criminal Intimidation/ Wrongful Restraint.
- (ii) Mental/Physical/Sexual Abuse.
- (iii) Verbal Abuse.
- (iv) Indecent Behavior.
- (v) Undermining Human Dignity.
- (vi) Financial Exploitation/Extortion.
- (vii) Use of Force in any manner i.e. Direct/Indirect.
- (viii) Getting any private work done such as assignment or odd errands or any private/personal work.



- (b) Student(s) indulging in ragging can be awarded following punishment:
- (i) Expelled from the University.
 - (ii) Banned from the Mess/Hostel.
 - (iii) Withdrawal of his/her Scholarship.
 - (iv) Debarred from the Examination.
 - (v) Denied admission to any other Course/Programmed.
 - (vi) FIR lodged with the police and prosecuted for criminal action.
 - (vii) Other punishment as recommended by the University Disciplinary Committee and approved by the Vice- Chancellor.

ORDINANCE NO - 9

PAYMENTS/REMUNERATION FOR EXAMINATION WORK

- 1 The rates of remuneration for all purposes for paper-setters/examiners/ staff shall be as per decision of Board of Management and duly approved by the Finance Committee of the University.
- 2 The actual freight/postal/courier/other expenses incurred by the examiner will be paid by the University. However, the University shall prepare a list of tentative expense limit on various heads which shall be prepared in consultation with a committee consisting of Vice-Chancellor, Registrar, Chief Finance & Account Officer, Controller of Examination, any one Dean and duly approved by the Finance Committee.
- 3 In case of a work for which no remuneration has been prescribed in University Rules, the rate then shall be determined by the Vice-Chancellor from time to time.

ORDINANCE No. 10**Residence of Student**

The University Premises has Hostel facility for students. The Condition for providing residence facilities are as under: -

GENERAL

1. These rules may be called the rules for Hostels of the MPU, Bhopal (M.P.).
2. These rules shall be applicable to all the Hostels of the University

ADMISSION

3. Application for admission to hostel shall be made on the prescribed form to be obtained from hostel office/office of the DSW on payment of fees as prescribed. The application form filled should reach hostel/DSW office before the prescribed date.
4. Incomplete or wrongly filled application forms shall not be considered.
5. Each applicant for admission shall furnish a character certificate from the Head of the institution last attended, along with application.
6. After an applicant has been admitted or readmitted he/she may be allotted a bed in a room by the warden.
7. Old hostellers seeking readmission must also apply for

- admission ensuring clearance of No Dues of previous year (if any), then deposit their readmission dues.
8. No student, who has failed or dropped out in the examination or warned for any disciplinary action shall be readmitted to the hostel.
 9. The parents of the students shall submit a pass-port size colored photograph of the local guardian, duly signed by both (parent and guardian), to the hostel warden at the beginning of the semester/admission to the hostel to enable the hostel warden to identify the person when he/she comes to meet the ward in the hostel, or makes a request for taking the ward home.
 10. No student shall be allowed to reside in any hostel after completion of his/her degree for which he/she was admitted. In the event of taking admission in other course in the university his/her admission in the hostel shall be considered afresh.
 11. Initially a bonafide student may be considered for admission for one session only and in case of unsatisfactory conduct shall not be considered for next session.
 12. Hostel rooms shall have to be vacated during summer vacation and the end of the examination. In exceptional cases for valid reasons, student may be permitted to stay on payment of special charges to be decided by the Hostel Management Committee.

13. **Students shall not be allowed to keep any furniture or restricted articles, other than those provided by the University in the rooms of his/her Hostel, without prior permission of the warden.**
14. **Music systems/radio/T.V. are not allowed in the rooms, however it may be permitted with earphone attachment.**
15. **Every student shall safeguard the property of hostel including the room furniture, fans, fitting & fixtures, almirah etc. as well as the equipment provided in common room and utensils in the mess. In case of any damage to the hostel property shall subject to impose of penalty to the individual students or group of students or whole students of hostel as well as it shall invite the disciplinary proceeding against the students also.**
16. **None of the students shall sub-let the room of the hostel to anybody.**
17. **Every hosteller student shall follow and obey every instructions issued by their warden, chief warden, proctor, DSW and any other higher authority of the University from time to time along with the observance of the general rules and instruction of the Hostels**
18. **Students shall cooperate in keeping the Hostels and their surroundings clean by not disposing of garbage and waste**

- materials here and there but to keep in dustbins at designated places.
19. Hostellers shall be responsible for the security of their own property. They must not leave their room/box unlocked in their absence. Luxurious and valuable items are strongly discouraged and the University Administration, Hostel management is not responsible for the any kind of loss, damage or theft of such items and no extra care (security/safety) shall be provided with respect to such belongings.
 20. In case of any emergency and/or during the night, the hostellers shall contact the hostel warden for help. Girls may contact the warden through, the Ayah/Chowkidar/security guard of the hostel.
 21. Generally the parents and local guardian of the student shall be allowed to meet them once in a week especially on holidays during the day time generally up to 7: 00 pm. No parents are allowed to stay with student in his/her room. The outsiders parents are only allowed to stay in the hostel with the permission of the warden in the hostel guest room or in the guest houses of the university with the payment of prescribed charges.
 22. The local guardian/parents of the girl hostellers may meet/contact the girl student only after taking the prior permission

of the warden. The girl students are discouraged to stay in the house of local guardian except in emergency.

23. Cooking is strictly prohibited in the hostel.

**HOSTEL FEES/ ACCOMMODATION FEE, MESS FEE
& OTHER CHARGES**

24. A student desirous of seeking accommodation in a hostel of the University shall pay the hostel admission fee, accommodation fee, mess fee, establishment fee, maintenance fee, safety and security fee etc. as prescribed by the University from time to time and also shall be liable to pay the various kinds of fines to be imposed upon him from time to time as decided by the hostel management committee/ chief warden/ warden or by the University authority.

25. Hostellers shall pay a monthly accommodation Fee/charges as prescribed by the University for the term for which they have been admitted or readmitted. In addition to the above every student readmitted shall pay admission fee. In case students

shall not deposit his/her hostel fee, mess fee and all other fee related with hostel within specified date then such student shall be charged late fee as decided by hostel management. A student, if admitted after beginning of the session, shall pay all concerned hostel fee (Hostel Fee, Security deposit/ Hostel caution money, establishment fee, maintenance fee etc.) for the one academic session/ semester. However student shall be liable to pay whole month mess fee irrespective of the date of admission in a month.

26. Every student admitted or readmitted to the hostel shall pay caution money refundable at the time of leaving the hostel on completion of the course/degree.
27. In case, the study course is not completed within the stipulated period and the hosteller is required to extend his/her stay in the hostel for completing the course he/she may be allowed to continue his/her stay in the hostel on the recommendation of the Head of Department/ School/ Centre/ Institute and concerned warden with payment of hostel in multiples of a semester. This

facility however shall not be provided to the students who are required to prolong their stay on account of repeat examination/special examination or because of any other reason.

CANTEEN

28. The facility of mess /canteen shall be provided by the University on payment basis:
29. Every hosteller shall be required to pay monthly mess charges in advance as notified by the Hostel Committee.

HOSTEL ROOM ALLOTMENT

30. The following priority is fixed for providing accommodation in the University Hostel.
- i. Undergraduate and Research scholar Boys/girls and whose parents are residing in rural areas or outside Bhopal city and students belonging to economically weaker sections of the society shall be given preference over other boys/girls.
 - ii. Physically Handicapped Students.
 - iii. SC/ST/OBC Students.
 - iv. Students pursuing professional courses that require longer hour practical or fieldwork shall have priority over others.

- v. Local students (staying within 20 kilometers from the campus) and married students shall not be allowed due to space limitation in the hostel.
- vi. All Hostel students residing in the hostel shall be required to submit an undertaking as per Proforma approved by Dean Studentwelfare.

ATTENDANCE

31. Attendance shall be taken in hostel every evening at an appointed time. Absence without prior information to warden, at the time of attendance is an offense. The warden shall adversely deal with any attempt of proxy or wrong entry in the attendance register. The roll call hours will be as follows-
32. Attendance time for girls during summer 19:00h and for winter 18:00 h.
33. Attendance time for boys 21: 00 h
34. No student either girls or boys shall be allowed to leave the hostel or to stay in night outside the hostel without prior permission of the warden.

HOSTEL MANAGEMENT COMMITTEES

35. There shall be Hostel Management Committee, Standing committee for Hostellers Discipline and a Hostel Committee appointed by the Vice-Chancellor for the help of the warden for smooth running of the hostel. The term of the committee shall be one year, which may be extended by the Vice-Chancellor for another year. The committee shall comprise of:

- | | |
|--------------------------------------------------|----------|
| (i) Chief Warden | Chairman |
| (ii) Dean Student Welfare | Member |
| (iii) Chief Wardens and all Warden | Member |
| (iv) One student representative from each Hostel | Member |

Hostel Disciplinary Committee

There shall be a Hostel Disciplinary Committee to deal with students misconduct defined in the Hostel ordinance:

- | | |
|---------------------------------------------|----------|
| (i) Chief Proctor | Chairman |
| (ii) Dean Student Welfare | Member |
| (iii) Dean nominated by the Vice-Chancellor | Member |

(iv) Chief Warden

Member

(v) Warden of the Concerned Hostel Member Secretary

Hostel Committee

There shall be a Hostel Committee in every hostel nominated selected by the warden with the consent of hostellers for smooth running of day-to-day affairs of the hostel. The Committee shall consist of the following-

(i) Hostel Warden

Chairman

(ii) One hostel student representative approx, for 20-25 Member

(iii) One hostel Prefect and

Member

(iv) One-Associate Prefect

Member

MISCONDUCT & INDISCIPLINE

36. None of the students are allowed in any kind or any form of the ragging to other students. In case if any student is found to be guilty of the same he shall be liable to immediate expulsion or rustication from the University or prosecuted under the suitable provisions by the court of law.
37. None of the students shall be allowed to differentiate to other student on the basis of cast, race, sex, religion, culture, community etc.

38. None of the students are allowed to participate in any kind of unsocial, illegal and unethical act. Every student shall be fully responsible to maintain good and healthy relationship with every student residing in the hostel and in University
39. Every student shall pay the proper respect to every teacher, employee and staff of the University.
40. Every student shall develop the cordial and harmonious relationship with the nearby residents and villagers wherever they live.
41. Every student as far as possible shall participate in social and charity activities organized
42. In exigencies all hostellers shall vacate their rooms at given order/time by the Vice-chancellor/Registrar for any reason whatsoever and hand over the keys and charges of their rooms to the warden, failing which warden shall be authorized to break and open the locked room. The University shall accept no responsibility for the private property of the concerned students found in the rooms.
43. Hostellers shall not give shelter to any outsider, anyone found guilty on this account shall be severely punished including immediate removal from the hostel and may deny in future for re-admission in the hostel.

44. No meeting shall be held in the hostel premises without the prior permission of the warden.
45. No notice is allowed to be exhibited on a Notice Board or circulated to the hostellers unless it has been signed or countersigned by the warden /D.S.W /Registrar
46. Hostellers shall not cause damage or interfere in any manner with the Notice Board of the hostel. A breach of this rule shall be severely dealt with.

Note: For notification or communication to the hostellers a notice by the warden on the hostel Notice Board shall be considered adequate. Hostellers should watch the Notice Board regularly and follow general or specific instructions given from time to time. For matters common to all, the hostellers or students, the display shall be on the Notice Board of the Dean of Students Welfare Hostel Office. No separate notice would be sent to them.

DISCIPLINARY ACTION

47. Every hosteller shall maintain a high standard of discipline and moral conduct, have respect for the tradition and culture of the University and behave in a dignified manner within and outside the hostel. They should

do nothing which may cause noise, disturbance or distraction in studies of other students or they may not act in such a manner which shall be deemed irregular in any way.

48. The warden shall keep a conduct register exclusively for recording the misconduct of the students along with details of punishment, warnings etc. While the register will have one page for one student for noting misconduct, it should have another page to note down good conducts/acts in the nature of Good Samaritan.
49. Resort to any form of strike by the hostellers without following the legally provided remedial channels/procedures shall be deemed as a serious breach of discipline and the student shall ipso facto stand expelled from the hostel/university.
50. Any indiscipline or misconduct committed by the hosteller or group of hostellers shall be brought to the notice of Hostel Disciplinary Committee for taking appropriate action.
58. Depending upon the gravity of the misconduct committed by the hosteller, matter can be brought to the notice of the Chief Proctor or Registrar or Vice-Chancellor who may pass order writing for taking appropriate action.
59. In case the situation in the hostel deteriorates to a level that requires

protection, the Chief Proctor in consultation with DSW/Warden may call the security to get the Hostel vacated by the Hostellers. Such action taken however shall be brought to the notice of the Registrar/Vice-Chancellor in writing.

60. Any hosteller found guilty of damaging, breaking any property of the hostel or of any other student then he shall be liable to pay the recovery of the same which shall include the actual cost of damage/ breakage as recorded in the University/hostel books of account plus appropriate amount of extra fine imposed on him either to be charged by individual student or group of student or collectively on entire student of a hostel as the case may be.
61. Any hostler found guilty of indiscipline, defiance of orders, rowdy behavior or any other misconduct is liable to be fined up to Rs, 1000/- and/or instant removal or expulsion or rustication from the hostel/university.
62. No student shall be permitted to appeal against the decision of the warden to any authority other than Hostel Management committee. If the appeal is against the decision of the Hostel Management committee, it should be made to the Vice-chancellor.
63. Notwithstanding anything stated in this Ordinance and not covered by this

Ordinance, the general rules and regulation with respects to the hostel, student and the University shall be applicable along with the instructions issued by the competent authority of the University in this behalf from time to time.

64. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of hostel and/or disciplinary Committee. The decision of the Vice- chancellor shall be final.

ORDINANCE NO. 11**THE ORDINANCE FOR THE AWARD
OF BACHELOR DEGREE IN
ENGINEERING & TECHNOLOGY**

1. Title of the Degree Bachelor of Technology (B. Tech)

2. Name of Faculty (A) Faculty of Engineering & Technology

3. Course Name B. Tech. (Regular) Full Time

i. Duration. of the Course : Four years (Eight semesters)

ii. Eligibility For Admission :(A) For B. Tech (1st semester/ 1st year)
(Regular):

Candidates who have passed duly recognized following examination:-

i Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

ii H.S.C. Vocational Examination by any recognized Central/ State Board

Or

iii Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

iv Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

v Minimum 3 years diploma after 10th or minimum 2 years Diploma after 10+2, recognized by AICTE or any State Board of Technical Education.

Or

vi Final Examination of the two year course of the Joint Services Wing of the

National Defense Academy

Or

vi Any other examination equivalent to 10+2 by Central/State Government And Candidate should have Passed or equivalent Grade in their qualifying examination. Subject to the condition that requirement of minimum obtained percentage shall be as per the norms of AICTE or other relevant regulatory bodies. They should have Passed in subjects and should have following combination of subjects with respect to relevant branches/discipline of Engineering & Technology as specified by the regulatory authorities-

Course	Combination of subject
B. Tech	Physics, Chemistry, Mathematics

(3 B.) Lateral Entry for B. Tech (IIIrd) semester/ IInd year)(Regular)

A candidate who has qualified the polytechnic diploma course or B.E/ B. Tech. Ist year in related branch of engineering of B.Sc. 03 years degree course with Physics, Chemistry and Mathematics from any recognized University, Technical Board or equivalent shall also be eligible for admission to B. Tech. IInd year through lateral entry process. Minimum qualification for direct admission to second year B.Tech. Regular course termed as lateral entry with required number of students shall be as per the prevalent norms of the AICTE/Government of Madhya Pradesh and other relevant regulatory authority.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

(viii) Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt, of India and/or State Government.

4. Admission Procedure

The eligible candidates as specified in clause 3 above, should secure a place in the

merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/ other Professional Bodies/ Organizations or based on availability exam or any other mode as decided by the AICTE/UGC/other relevant Regulatory Bodies from time to time or on the basis of qualifying examination.

5. Branch Distribution

Admission to the particular branch of study shall be as decided by the University on the basis of counseling/ personal interview.

6. Intake

The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

7. Academic cycle/year

There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

8. Course Structure

The Course structure of B.Tech (Regular) and (Part-Time) shall be as per the recommendation of the concerned Board of studies of the faculty of the University/ICAR duly approved by the Academic Council.

9. Medium of Instruction and Examination: The medium of instruction and examination shall be English

10. Examination

a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of the Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum credit/ credit system as recommended by the concerned Board of Studies from time to time.

11. Eligibility for Degree: Eligibility for Award of the B.Tech Degree

A student shall be declared to be eligible for award of the B. Tech. degree if he/ she has:

- a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Summer Training, Educational Tour, Project Work and other Assignments etc where ever applicable.
- b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;
- c.) earned the specified credits in all the categories of subjects if applicable;
- d.) secured a minimum CGPA of 5.0 or 50% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- e.) no dues to the University, Hostels, Libraries, NCC/NSS etc. and
- f.) no disciplinary action is pending against him/her.

12. Attendance Requirement:

A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

13. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of B. Tech. Degree ordinarily within a maximum period

- within Eight years who took Direct admission in the First semester-
- within 7 years who took lateral entry admission in the 3rd semester (iind year)-

14. General Instruction

- i.) The admission to all kinds & mode of B.Tech. Courses shall be governed accordance and provisions with the Rules/ Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- iii.) For matters not covered in this specific ordinance, General rules and regulations of MPU Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MPU shall be competent to take any decision which shall be final.

15. At present in the Faculty of Engineering and Technology, Degree of B. Tech. shall include the Branches/Discipline as indicated in the ordinance no.02 under faculty of Engineering and Technology courses/ programme as well as proposed in future. However, all the B. Tech. programmes with various Branches/ specializations at present & in future shall run under this Ordinance.
16. The above courses shall run on all possible modes of imparting education including the one governed through this ordinance with the use of latest innovative technologies like on-line, e-learning, face-to-face, through webinar etc.
17. The programmes listed under Ordinance.02 will be introduced with the recommendation of board of Studies are offered by the Faculty of Engineering and Technology, Faculty Board of Studies, Academic council and Board of Management of the University.
18. In future, more branches/specializations/courses/programmes of B. Tech. can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the conceded Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
19. The University shall also offer more number of Bachelor degree programmes with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned throughout the World.

AB

ORDINANCE NO. 12**THE ORDINANCE FOR THE AWARD OF DIPLOMA IN
ENGINEERING & TECHNOLOGY**

1 Title of the Degree	Diploma in Engineering
2 Name of Faculty	(A) Faculty of Engineering & Technology
3 Course Name	Diploma. (Regular) Full Time

- I. Duration of the Course : Three years (Six semesters)
- II. Eligibility For Admission :(A) For Diploma (1st semester/ 1st year)
(Regular):

Candidates who have passed duly recognized
following examination:-

1. Final examination of the SSC of M.P. Board or by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

2. S.S.C. Vocational Examination by any recognized Central/ State Board

Or

III. Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10 standards and Candidate should have qualifying examination. Subject to the condition that requirement of minimum obtained percentages shall be as per the norms of AICTE or other relevant regulatory bodies.

4 Eligibility for Admission to NRI

/other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt, of India and/or State Government.

5. Admission Procedure

The eligible candidates as specified in clause 3 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/ other Professional Bodies/ Organizations or any other mode as decided by the AICTE/UGC/other relevant Regulatory Bodies from time to time.

6. Branch Distribution

Admission to the particular branch of study shall be as decided by the University on the basis of counseling/ personal interview.

7. Intake

The Intake for each of these courses shall be decided by the University from time to time, taking care of the intake as per norms of the concerned regulatory body.

8. Academic cycle/year

There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

9. Course Structure

The Course structure of Diploma (Regular) shall be as per the recommendation of the concerned Board of studies of the faculty of the University approved by the Academic Council as per norms of the regulatory body.

10. Medium of Instruction and Examination: The medium of instruction and examination shall be English**11. Examination**

a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of the Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ ~~marks-cum credit~~/credit system as recommended by the concerned Board of Studies from time to time.

12. Eligibility for Diploma: Eligibility for Award of the Diploma

A student shall be declared to be eligible for award of the Diploma if he/ she has:

- a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Summer Training, Educational Tour, Project Work and other Assignments etc where ever applicable.
- b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;
- c.) earned the specified credits in all the categories of subjects if applicable;
- d.) secured a minimum CGPA of 5.0 or 50% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- e.) no dues to the University, Hostels, Libraries, NCC/NSS etc. and
- f.) no disciplinary action is pending against him/her.

13. Attendance Requirement:

A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

14. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of Diploma ordinarily within a maximum period of Six years

15. General Instruction

i.) The admission to all kinds & mode of Diploma. Courses shall be governed accordance and provisions with the Rules/ Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

- IV. For matters not covered in this specific ordinance, General rules and regulations of MPU Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MPU shall be competent to take any decision which shall be final.
16. At present in the Faculty of Engineering and Technology, Diploma shall include the Branches/Discipline as indicated in the ordinance no.02 under faculty of Engineering and Technology courses/programme as well as proposed in future. However, all the Diploma programmes with various Branches/specializations at present & in future shall run under this Ordinance.
17. The above courses shall run on all possible modes of imparting education including the one governed through this ordinance with the use of latest innovative technologies like on-line, e-learning, face-to-face, through webinar etc.
18. The programmes listed under Ordinance.02 will be introduced with the recommendation of board of Studies are offered by the Faculty of Engineering and Technology, Faculty Board of Studies, Academic council and Board of Management of the University.
19. In future, more branches/specializations/courses/programmes of Diploma can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the conceded Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.

20. The University shall also offer more number of research programme with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries for the purpose of research / teaching and to provide the dissemination of knowledge to all concerned throughout the world. Under the prescribed format of MOU as per norms.

ORDINANCE NO. 13

**THE ORDINANCE FOR THE AWARD OF THREE YEARS BACHELOR
DEGREE IN COMPUTER APPLICATION & INFORMATION
TECHNOLOGY**

1. Title of the Degree

- (ii) **Bachelor of Computer Application (BCA)**
- (iii) **Bachelor of Science (Information Technology)**
- (iv) **Bachelor of Animation & Multimedia (B.A.M)**
- (v) **Bachelor of Graphics Design (B.G.D.)**

2. Name of Faculty : Faculty of Computer Application

3. Duration of the Course : Three years (Six semesters)

4. Eligibility for Admission: Candidate who have passed duly recognized following examination:-

For admission to B.C.A, B.Sc. (IT), B.A.M., B.G.D. programme, candidates should have passed Senior Secondary Examination on the pattern of 10+2 with Science and Commerce as main subject from a recognized Board of Education or an equivalent examination recognized as equivalent thereto by the University with at least 45% marks in aggregate. In case of SC/ST/Other category candidates the eligibility requirement is a minimum of 40% marks in aggregate.

a.) The candidate should have passed their qualifying examination. And as prescribed by the UGC and other concerned Regulatory bodies. With Physics, Chemistry and Mathematics as subject studied.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government

6. Admission Procedure

The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time or on the basis of qualifying examination

While finalizing the Teaching scheme and syllabi of Under Graduate program, from First Semester to Sixth Semester, full care should be taken to see that the students after graduating from this University should be well recognised by the State and the Central Governments, Government of India Undertakings, National and Multinational companies for employability and should be well recognised by the Universities in India or abroad for Higher Education. The subjects and their content taught should be capable of strengthening the fundamental concepts in Computer Applications. The Course structure will include Computer skills, Programming skills, English and Communication skills. There shall be in addition one qualifying paper in self-learning mode called Environmental Studies.

The last two semesters i.e. Fifth and Sixth semesters of studies, are very crucial for the students as they get matured and start understanding of Computer Applications. They need to gather more knowledge in their discipline so that they may either go for higher studies or become employable in potential sectors. Keeping this requirement in mind, Seminars, Projects and Electives are being introduced in these semesters. The syllabus of the electives may be prepared in consultations with the Academicians, Scientists or Industrialists.

These courses shall be revised every year, if required by the Departmental Council and approved by the Board of Studies and Academic Council respectively.

3. Academic Method

The subjects to be studied in different sessions of B.C.A, B.Sc. (IT), B.A.M., B.G.D. of 3 Years course shall be as per the schemes approved by the Board of studies of the University from time to time.

The Courses are Theory & Practical based. In the First and Second year approximately 60 hours of practical time is required and in the final year approximately [20 hours of practical time is required. A student will not be eligible to appear in the term end practical examination if the percentage of attendance in practical session falls below 75% Similarly a candidate will not be eligible to appear in the term end theory examination if his/her attendance in Regular classes is less than 75% However in deficiency of attendance, the coadunation will be as per ordinance of as per approval of Board of Management of the University for this proposal.

Over all Grading: the final score for each course is computed by combining continuous evaluation score and term end examination score.

The Practical and term-end exams will be scored on a numerical marking scheme.

Any component which has not been attempted would be treated as having a score

of 0 (Zero) marks. The requirement for passing a course would be at least 60% in continuous evaluation and 40% in the term-end with an overall average of 50%. Passing all the courses is mandatory for the award of the B.C.A.

In order to be able to appear for the term—end examination it is a necessary requirement that the students attend all classes according to the prescribed schedule. All the students will be required to give an undertaking to this effect and should it be later found that they had in fact not submitted the practical allotted as prescribed, the results for the Term-end examination will be treated as cancelled.

The practical examination will be of 1-5 hours duration depending upon the nature if practical Project Work: will required to be a combination of practical work and a project report would be expected to be of about 30 pages.

9. General Information

i.) The admission to the above courses shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended from time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of MP University Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MP University shall be competent to take any decision which shall be final.

10. Award of Degree:-

Students successfully completing the programme shall be placed in various categories as indicated below.

First division with distinction

First division 75% or above

60% or above and less than 75%

Second division 50% or above and less than 60%

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एच. निजी विश्वविद्यालय दिनियामक आयोग
भोपाल

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VICE-CHANCELLOR

ORDINANCE NO. 14**THE ORDINANCE FOR THE AWARD OF FOUR YEARS BACHELOR DEGREE
IN AGRICULTURE SCIENCE & TECHNOLOGY**

1. **Title of the Degree** Bachelor of Science in Agriculture B.Sc. Ag (Hons.)
2. **Name of Faculty** Faculty of Agriculture Science & Technology
3. **Duration of the Course** : Four Years (Eightsemesters)
4. **Eligibility For Admission** : Candidate who have passed duly recognized following examination:-

(i) Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

~~अथवा~~ H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

(iii) Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

(iv) Minimum 3 years Diploma after 10th or Minimum 2 Years Diploma after 10+2 recognized by AICTE or Any State Board of Technical Education

(v.) Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

(vi) General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced(A) Level

Or

(vii) Any other examination equivalent to 10+2 by Central/State Government And Candidate with Agriculture Stream/Physics, Chemistry, Mathematics/ Physics, Chemistry, Biology/ Physics, Chemistry, Biotechnology/ Physics, Chemistry, Computer Science or any other suitable combination of subjects should have passed in all the subjects with minimum requirement, as prescribed by the UGC/other concerned Regulatory Bodies mainly ICAR.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure

The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other

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भोपाल

Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies mainly ICAR from time to time or on the basis of qualifying examination.

7. Branch/Specialization Distribution: admission to the particular branch/ Specialization of study shall be as decided by the University on the basis of counseling/ personal interview

8. Intake The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body mainly ICAR.

9. Academic cycle/ year : There will be two academic cycles for these courses every year like Summer & Winter as decided by the University

10 Course Structure

Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council following the norms of ICAR.

10. Medium of Instruction and Examination: The medium of instruction and examination shall be English and Hindi

11. Examination

a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of credit system as recommended by the concerned Board of Studies from time to time.

12. Eligibility for Degree: Eligibility for Award of the B.Sc.-Ag (Hons.)

A student shall be declared to be eligible for award of the degree if he/ she has:

सद्विद्य
विश्वविद्यालय
विनियोग
मंत्रालय

a.) Required and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars,

Workshops, Presentations, Group Discussion, Field Work/Training, Industrial Visit, Educational Tour, Extension Science, Project Work/Dissertation or Thesis and other Assignments etc where ever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the s pecified credits in all the categories of subjects if applicable;

d.) secured a minimum COPA of 5.50 or 50% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

13. Attendance Requirement:

A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

14. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of B.Sc.-Ag (Hans.) Degree ordinarily within a maximum period of 12 semesters (six years).

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15. General Instruction :

i.) The admission to the B.Sc.-Ag Courses shall be governed in accordance and provisions with the Rules/Directives of DOC/relevant Regulatory Body mainly ICAR or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules /relevant Regulatory Body mainly ICAR or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of MPU Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MPU shall be competent to take any decision which shall be final.

6. At present in the Faculty of Agriculture Science & Technology, Degree of B.Sc.-Ag shall include the Branches/Specialization of Agronomy, Agriculture Economics, Horticulture, Entomology, Agriculture Extension, Plant Breeding & Genetics, Plant Pathology, Soil Science, Seed Science & Technology, Food Science and Technology, Agriculture Biotechnology, Floriculture etc.

17. The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. In future, more branches/specializations/courses/programmes of B.Sc.-Ag and others can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
19. The University shall also offer more number of Four Year Bachelor degree programmes with various specialization titles, which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned throughout the World.
20. This Ordinance shall be applicable to all four years Bachelor Degree (B.Sc.) in Agriculture Science and Agriculture except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

MANSAROVAR GLOBAL UNIVERSITY**ORDINANCE NO. 15****BACHELOR OF PHARMACY (B. Pharma)****Minimum qualification for admission****First year B. Pharm:**

Candidate shall have passed 10+2 examination conducted by the respective state/central government authorities recognized as equivalent to 10+2 examination by the Association of Indian Universities (AIU) with English as one of the subjects and Physics, Chemistry, Mathematics (P.C.M) and or Biology (P.C.B / P.C.M.B.) as optional subjects individually. Any other qualification approved by the Pharmacy Council of India as equivalent to any of the above examinations.

B. Pharm lateral entry (to third semester):

A pass in D. Pharm. course from an institution approved by the Pharmacy Council of India under section 12 of the Pharmacy Act.

Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

Duration of the program The course of study

Duration of the program The course of study for B.Pharm shall extend over a period of eight semesters (four academic years) and six semesters (three academic years) for lateral entry students. The curricula and syllabi for the program shall be prescribed from time to time by Pharmacy Council of India, New Delhi.

Medium of instruction and examinations

Medium of instruction and examination shall be in English.

Working days in each semester Each semester shall consist of not less than 100 working days. The odd semesters shall be conducted from the month of June/July to November/December and the even semesters shall be conducted from December/January to May/June in every calendar year.

prescribed course satisfactorily to be eligible to appear for the respective examinations.

Program/Course credit structure

As per the philosophy of Credit Based Semester System, certain quantum of academic work viz. theory classes, tutorial hours, practical classes, etc. are measured in terms of credits. On satisfactory completion of the courses, a candidate earns credits. The amount of credit associated with a course is dependent upon the number 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.

a. Credit assignment

i. Theory and Laboratory courses Courses are broadly classified as Theory and Practical. Theory courses consist of lecture (L) and /or tutorial (T) hours, and Practical (P) courses consist of hours spent in the laboratory. Credits (C) for a course is dependent on the number of hours of instruction per week in that course, and is obtained by using a multiplier of one (1) for lecture and tutorial hours, and a multiplier of half (1/2) for practical (laboratory) hours. Thus, for example, a theory course having three lectures and one tutorial per week throughout the semester carries a credit of 4. Similarly, a practical having four laboratory hours per week throughout semester carries a credit of 2.

b. Minimum credit requirements

The minimum credit points required for award of a B. Pharm. degree is 208. These credits are divided into Theory courses, Tutorials, Practical, Practice School and Project over the duration of eight semesters. The credits are distributed semester-wise as shown in Table IX. Courses generally progress in sequences, building competencies and their positioning indicates certain academic maturity on the part of the learners. Learners are expected to follow the semester-wise schedule of courses given in the syllabus. The lateral entry students shall get 52 credit points transferred from their D. Pharm program. Such students shall take up additional remedial courses of 'Communication Skills' (Theory and Practical) and 'Computer Applications in Pharmacy' (Theory and Practical) equivalent to 3 and 4 credit points respectively, a total of 7 credit points to attain 59 credit points, the maximum of I and II semesters.

Academic work

A regular record of attendance both in Theory and Practical shall be maintained by the teaching staff of respective courses.

Course of study

The course of study for B. Pharm shall include Semester Wise Theory & Practical as given in Table – I to VIII. The number of hours to be devoted to each theory, tutorial and practical course in any semester shall not be less than that shown in Table – I to VIII.

Name of the course

Course of study The course of study for B. Pharm shall include Semester Wise Theory & Practical as given in Table – I to VIII. The number of hours to be devoted to each theory, tutorial and practical course in any semester shall not be less than that shown in Table – I to VIII.

SYLLBUS

Course of study for semester I to VIII per the regulation of PCI under the govt. of India.

Program Committee

1. The B. Pharm. program shall have a Program Committee constituted by the Head of the institution in consultation with all the Heads of the departments.
2. The composition of the Program Committee shall be as follows:
A senior teacher shall be the Chairperson; One Teacher from each department handling B.Pharm courses; and four student representatives of the program (one from each academic year), nominated by the Head of the institution.

Duties of the Program Committee:

- i. Periodically reviewing the progress of the classes.
- ii. Discussing the problems concerning curriculum, syllabus and the conduct of classes.
- iii. Discussing with the course teachers on the nature and scope of assessment for the course and the same shall be announced to the students at the beginning of respective semesters.
- iv. Communicating its recommendation to the Head of the institution on academic matters.
- v. The Program Committee shall meet at least thrice in a semester preferably at the end of each Sessional exam (Internal Assessment) and before the end semester exam.

Examinations/Assessments

The scheme for internal assessment and end semester examinations per the regulation of PCI under the govt. of India.

Eligibility for Degree: Eligibility for Award of the B.Pharm. Degree

A student shall be declared to be eligible for award of the degree if he/ she has.

- a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Summer Training, Educational Tour, Project Work and other Assignments etc where ever applicable.
- b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable.
- c.) earned the specified credits in all the categories of subjects if applicable.
- d.) secured a minimum CGPA of 5.0 or 50% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

ORDINANCE NO. 16**THE ORDINANCE FOR THE AWARD OF DIPLOMA IN PHARMACY**

- 1 Title of the Degree: Diploma of Pharmacy (D. Pharm.)**
- 2 Name of Faculty : Faculty of Pharmaceutical Science & Technology**
- 3 Course Name D. Pharm. (Regular) Full Time**
- 4 Duration of the Course Two years (Four semesters)- for Regular Course**
- 5 Eligibility For Admission :(A) For D. Pharm. (1st semester/ 1st year) (Regular)**

Candidate who has passed duly recognized following examination:-

ii. Final examination of SSC conducted by M P Board or any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

v. S.S.C. Vocational Examination by any recognized Central/State Board

Or

vi. Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to SSC

Or

v. Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

vi. General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced(A) Level

Or

vii. Any other examination equivalent to 10th by Central/State Government

And

Candidate should have passed qualifying examination. Subject to the condition

On

Signature

that requirement of minimum percentage shall be as per the norms of AICTE / PCI or other relevant regulatory bodies. They should have Passed in all subjects and should have following combination.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

6. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

7. Admission Procedure

The eligible candidates as specified in clause 3 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test or the University may also use the score card of various competitive entrance test/ examination results of various Institute/ Board/University/other Professional Bodies/ Organizations or any other mode as decided by the PCI/AICTE/UGC/other relevant Regulatory Bodies from time to time or based on qualifying examination.

8. Intake:

The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year :There will be two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure

The Course structure of D .Pharm. shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction and Examination The medium of instruction and examination shall be English throughout the course of study

12. Examination a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and

Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

B Eligibility for Diploma: Eligibility for Award of the D.Pharm.

A student shall be declared to be eligible for award of the diploma if he/ she has:

a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Summer Training, Educational Tour, Project Work and other Assignments etc where ever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) secured a minimum CGPA of 5.0 or 50% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

A Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by

the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of D . Pharm. ordinarily within a maximum period of 4 years. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

Note – syllabus & their respective subjects may be change time to time as per the regulation of PCI/ Govt. of India.

ORDINANCE NO. 17**THE ORDINANCE FOR THE AWARD OF THREE YEARS
BACHELOR DEGREE IN BASIC SCIENCES AND VARIOUS
COMBINATION RECOGNIZED BY UGC**

1. **Title of the Degree:** Bachelor of Science (B.Sc.)
2. **Name of Faculty:** Faculty of Basic & Applied Science
3. **Duration of the Course** : Three years
4. **Eligibility For Admission** : Candidate who have passed Science Stream Subjects duly recognized following examination:- Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

Any other examination equivalent to 10+2 by Central/State Government

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private

candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure :

The eligible candidates as specified in clause 4 above, should;secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time, or based on qualifying examination .

7. Course/Specialization Distribution:

Admission to the particular Course/Specialization of study shall be as decided by the University on the basis of counseling/ personal interview

8. Intake The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year. There will be one academic cycle for these courses every year as decided by the University.

10. Course Structure Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction and Examination : The medium of instruction and examination shall be English

12. Examination

a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of marks system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree :**Eligibility for Award of the B.Sc. (Hons.) and B.Sc. Degree**

A student shall be declared to be eligible for award of the degree if he/ she has:

a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes; Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Educational Tour, Project Work and other Assignments etc. where ever applicable,

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) secured minimum CGPA of 45% in aggregate overall for B.Sc. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

14. Attendance Requirement:

A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of B.Sc. Degree

ordinarily within a maximum period of Six year from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction :

- i.) The admission to the B.Sc. Courses shall be governed in accordance and provisions with the Rules/Directives of DOC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
 - ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended from time to time.
 - iii.) For matters not covered in this specific ordinance, General rules and regulations of MPU Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MPU shall be competent to take any decision which shall be final.
- 17.** The list of various Branches/specializations of B.Sc. course shall include the list indicated in ordinance 02. As well as proposed in future.
- 18.** The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.
- 19.** These programmes are offered by the Faculty of Basic and Applied Science and recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
- 20.** In future, more branches/specializations/courses/programmes of B.Sc. can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board

of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus

- 21.** The University shall also offer more number of three years Bachelor degree programmes with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned throughout the World.
- 22.** This Ordinance shall be applicable to all Three years Bachelor Degree (B.Sc.) in Basic Science, Natural Science, Life Science, Bio-Sciences various Combination recognized by UGC except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 18**THE ORDINANCE FOR THE AWARD OF THREE YEARS BACHELOR DEGREE IN ARTS & DESIGN**

1. **Title of the Degree:** (i) Bachelor of Fashion Designing (BFD)
(ii) Bachelor of Applied Arts & Education
(iii) Bachelor of Visual Arts
(iv) Jewellery designing
2. **Name of Faculty** : Faculty of Arts and Design
3. **Duration of the Course:** Three years
4. **Eligibility For Admission:** Candidate who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

Any other examination equivalent to 10+2 by

Central/State

Government

And

Candidate should have passed in all the subjects with minimum requirement, as prescribed by the UGC/other concerned Regulatory Bodies.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. **Eligibility for Admission to NRI /other privileged Candidates:-**
Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.
6. **Admission Procedure**
The Eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/ Board/ University/ other Professional Bodies/ Or organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time or based on qualifying examination .
7. **Branch/Specialization Distribution :**
Admission to the particular branch/Specialization of study shall be as decided by the University on the basis of counseling/ personal interview.
8. **Intake**
The Intake for each of these courses shall be decided by the

University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/year

There will be one academic cycle for these courses every year as decided by the University.

10. Course Structure:

Course structures shall be as per the recommendation of the concerned Board of Studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction and Examination:

The medium of instruction and examination shall be English

a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

12. Eligibility for Award of the Above Degrees

A student shall be declared to be eligible for award of the degree if he/ she has:

a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial & Business Organization Professional Exposure & Training, Industrial Visit,

Educational Tour, Project Work and other assignments etc. where ever applicable.

b.) successfully acquired the minimum required

credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) secured a minimum CGPA of 5 or 50% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

13. Attendance Requirement:

A candidate must have at least 75% attendance. Provided that in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

14. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of Degrees within a maximum period of Six years from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of the relevant rules and regulations.

15. General Instruction

(i) The admission to the Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/ relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

(ii) The relaxation in eligibility conditions, age and reservation etc. shall be in

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accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/State Government as amended from time to time.

- (iii) For matters not covered in this specific ordinance, General rules and regulations of MP University Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MP University shall be competent to take any decision which shall be final.
16. The above course shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.
17. This programmes is offered by the Faculty of Arts and Design recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
18. In future, more branches/ specializations/ courses/ programmes of can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
19. The University shall also offer more number of ~~three~~ ^{three} years Bachelor degree programmes with the various specialization titles under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.

This Ordinance shall be applicable to BFD & all others Three years Bachelor Degree in specialized streams of Fashion Designing & Technology, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 19**THE ORDINANCE FOR THE AWARD OF THREE YEARS BACHELOR DEGREE IN BUSINESS ADMINISTRATION**

1. Title of the Degree: Bachelor of Business Administration(BBA)
2. Name of Faculty: Faculty of Management Studies
3. Course : All combinations recognized by UGC.
4. Duration of the Course : Three years
5. Eligibility For Admission: Candidate who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

Any other examination equivalent to 10+2 by Government.

AND

For BBA, Candidate should have passed in all the subjects with minimum

requirement, as prescribed by the UGC/other concerned Regulatory Bodies.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with required percentage of marks or equivalent grade.

6. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident students and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Official and/or State Government.

7. Admission Procedure:

The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion ,Personal interviews or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time, or based on qualifying examination.

8. Intake

The intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one academic cycle with two semesters each for these courses every year decided by the University.

10. Course Structure :

Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction and Examination:

The medium of instruction and examination shall be English
Examination

a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council. b.) The studies and examination of these courses shall be on the basis of marks as recommended by the concerned Board of Studies from time to time.

d.) secured a minimum 36% in aggregate overall for BBA However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

12. Eligibility for Degree :**Eligibility for Award of the BBA**

A student shall be declared to be eligible for award of the degree if he/ she has:

a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Management Lab classes/practices, including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work and other Assignments etc. whichever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

13. **Attendance Requirement:** A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

14. **Maximum Duration of Completion of Course:**

A candidate has to complete the entire course of BBA (Hons.)/ BBA Degree ordinarily within a maximum period of Six year from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

15. **General Instruction**

i.) The admission to the BBA Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of MPU Bhopal, regarding specific courses shall be applicable .. In other matters Board of Management of MPU shall be competent to take any decision which shall be final. The current courses/ programme as well as proposed in future.

16. All the BBA programmes with various Branches/specializations at present & in future shall run and governed through this ordinance.
17. The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.
18. The programmes offered by the Faculty of Management Studies recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more branches/ specializations/ courses/ programmes of BBA (Hons.)/ BBA can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of three years Bachelor degree programmes with the various specialization titles which, shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned throughout the World.
21. This Ordinance shall be applicable to all Three years Bachelor Degree BBA) in Business Administration & Management and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 20**THE ORDINANCE FOR THE AWARD OF THREE YEARS
BACHELOR DEGREE IN COMMERCE, FINANCE****I Title of the Degree**

- (i) Bachelor of Commerce (B.Com),
- (ii) Bachelor of Commerce (honours)

II Name of Faculty : Faculty of Commerce**III Duration of the Course : Three years****IV Eligibility For Admission:**

The Candidate who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C.Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in

any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

Any other examination equivalent to 10+2 by Central/State Government

And

a.) For B.Com, candidate should Passed in their qualifying examination.

b.) For B.Com and BBE, Candidate should have passed in all the subjects with minimum requirement, as prescribed by the UGC/other concerned Regulatory Bodies.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

V. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

VI. Admission Procedure :

The eligible candidates as specified The eligible candidates as specified in clause 4 above, should secure a place in the merit list

prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion! Personal interviews or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of

various Institute

/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time, or based on qualifying examination

VII. Branch/Specialization Distribution

Admission to the particular branch/Specialization of study shall be as decided by the University on the basis of counseling/ personal interview

VIII. Intake

The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

IX. Academic cycle/ year:

There will be one academic cycle for these courses every year decided by the University.

11. Course Structure

Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

12. Medium of Instruction and examination

Instruction and examination shall be in English

a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The course studies and examination of the thesis shall be on the basis of marks system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree :Eligibility for Award of the B.Com / B.Com (honrs)

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A student shall be declared to be eligible for award of the degree if, he/ she has:

- a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial & Business Organization Professional Exposure & Training, Industrial Visit, Educational Tour, Project Work and other Assignments etc. where ever applicable.
- b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;
- c.) earned the specified credits in all the categories of subjects if applicable;
- d.) secured a 36% in aggregate overall for B.Com/BBE Courses
However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and
- f.) no disciplinary action is pending against him/her.

14. Attendance Requirement:

A candidate must have at least 75% attendance. Provided that, in case of illness or because of reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion

The course is of 3 years duration. A candidate ^Ahas to complete the entire course of B.Com ordinarily within a maximum period of Six year from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction

i.) The admission to the B.Com Courses shall be governed in accordance and provisions with the Rules/Directives of DOC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of DOC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of MPU Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MPU shall be competent to take any decision which shall be final.

17. At present in the Faculty of Commerce, Degree of B.Com shall include the Branches/Specialization of Accounting & Finance, Tax Procedure & Practice, Economics & Management, Computer Application & e Commerce, Banking & Insurance, Business Ethics & Business Law, Corporate Administration & Secretarial Practice, Applied Economics, Financial Management, Marketing Management, Human Resources Management, Financial Analysis & Control, Investment & Security Analysis,

Portfolio Management etc. The list of various Branches/specializations of B.Com.(Hons.), B.Com course shall include the current courses/programme as well as proposed in future. The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Commerce recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.

19. In future, more branches/specializations/courses/ programmes of B.Com can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by

the University, in its various faculties/ departments/ centers/ institutes located in University.

20. The University shall also offer more number of three years Bachelor. degree programmes with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research. Organizations/ Industries and to provide the dissemination of Knowledge to all concerned throughout the World.
21. This Ordinance shall be applicable to all Three years Bachelor Degree B.Com and others as mentioned above in this ordinance, in the area of Commerce & Finance including Honors courses, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 21**THE ORDINANCE FOR THE AWARD OF THREE YEARS BACHELOR DEGREE
IN SOCIAL SCIENCE & HUMANITIES AND VARIOUS COMBINATIONS
RECOGNIZED BY UGC**

1. **Title of the Degree** : Bachelor of Arts
2. **Name of Faculty** : Faculty of Social Science and Humanities
3. **Courses** : All combinations approved by UGC
4. **Duration of the Course** : Three years
5. **Eligibility For Admission** :

Candidates who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

(Signature)
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Or

Any other examination equivalent to 10+2 by Centre/State Government

And

Candidate should have passed in all the subjects with minimum requirement, as prescribed by the UGC/other concerned Regulatory Bodies.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

6. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

7. Admission Procedure

The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as

decided by the UGC/other relevant Regulatory Bodies from time to time, or qualifying exam

3. Branch/Specialization Distribution :

Admission to the particular branch/Specialization of study shall be as decided by the University on the basis of counseling/ personal interview

9. Intake

The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

10. Academic cycle/ Year

There will be one academic cycle for these courses every year as decided by the University.

10. Course Structure

Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction and Examination: The medium of instruction and examination shall be English

Examination

a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/credit system as recommended by the concerned Board of Studies from time to time.

12. Eligibility for Degree: Eligibility for Award of the BA/BA(hons.)

A student shall be declared to be eligible for award of the degree he/ she has:

a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial & Business Organization Professional Exposure & Training, Industrial Visit, Educational Tour, Project Work and other Assignments etc. where ever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable; c.) earned

the specified credits in all the categories of subjects if applicable;

d.) secured a minimum 36% in aggregate overall.

However the award of the Division/Class shall be as per

Recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

13. Attendance Requirement:

A candidate must have at least 75% attendance. Provided that,

In case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

14. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of BA Degree ordinarily within a maximum period of Six year from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

15. General Instructions

- i.) The admission to the BA Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- iii.) For matters not covered in this specific ordinance, General rules and regulations of MPU Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MPU shall be competent to take any decision which shall be final.

16. The various specializations in the BA programmes in the Faculty of Social Science & Humanities and other faculties shall include the traditional as well as innovative areas of various spheres of knowledge's linked/ related with Social Science, Law & Management as proposed by the concerned Board of Studies and duly approved by the Academic Council. The various specializations of BA courses shall include the current courses/programme as well as proposed in future. However, the other post graduate degree programmes/Courses in Social Science & Humanities Programmed with their various specialization Courses shall run and governed through this ordinance. The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar.
17. These programmes are offered by the Faculty of Social Science & Humanities recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
18. In future, more branches/specializations/courses/programmes of BA can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
19. The University shall also offer more number of three years Bachelor degree program with the various specialization titles under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned throughout the World.
20. This Ordinance shall be applicable to (BA/BA (hons)) & all other three years Bachelor Degree Courses/Programmed in Social Science & Humanities, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 22**BACHELOR OF VOCATION (B.VOC.) / Diploma / Advanced Diploma****.Objectives**

1. To provide judicious mix of skills relating to a profession and appropriate content of General Education.
2. To ensure that the students have adequate knowledge and skills, so that they are work ready at each exit point of the programme.
3. To provide flexibility to the students by means of pre-defined entry and multiple exit points.
4. To integrate NSQF within the undergraduate level of higher education in order to enhance employability of the graduates and meet industry requirements. Such graduates apart from meeting the needs of local and national industry are also expected to be equipped to become part of the global workforce.
5. To provide vertical mobility to students coming out of 10+2 with vocational subjects.

Levels of Awards

The certification levels will lead to Diploma/Advanced Diploma/B. Voc. Degree in one or more vocational areas and will be offered under the aegis of the University. This is out-lined in Table I.

Table I

Award	Duration	Corresponding NSQF Level
Diploma	1 Year	5
Advanced Diploma	2 Years	6
B.Voc. Degree	3 Years	7

Each of the awards shall specify within parenthesis, the Skill(s) specialization for example:

B. Voc. (Renewably Energy Management)

B. Voc. (Retail Management) B.Voc.

(Retail Management and IT)

Advanced Diploma (Food Processing)

Advanced Diploma (Health Care)

Advanced Diploma (Hospitality and Tourism)

Diploma (Green House Technology) Diploma

(BPO)

Diploma (Jewellery Designing)

Admission

The eligibility condition for admission to B.Voc.programme shall be 10+2 or equivalent, in any stream.

Curriculum

The curriculum in each of the years of the programme would be a suitable mix of general education and skill development components.


Curriculum details should be worked before introduction of the courses as decided by the Board of Studies.

Credits

The suggested credits for each of the years are as follows:

NSQF Level	Skill Components Credits	General Education Credits	Normal Calendar Duration	Exit Points / Awards
Year 3	36	24	Six Semesters	B.Voc
Year 2	36	24	Four Semesters	Advanced Diploma
Year 1	36	24	Two Semesters	Diploma
Total	108	72		

Examination and Assessment

The assessment for the general education component will be done by the  ^{सचिव} _{उच्च शिक्षा विभाग, विनियामक} university as per the procedure of examination of any theory paper.

The assessment for the skill development components should necessarily focus on practical demonstrations of the skills acquired. The university may like to consult the respective Sector Skill Council for designing the examination and assessment pattern for the skill development components. The university may also consider using the designated assessors of Sector Skill Councils/industry associations for the conduct of practical assessment.

The university will follow credit based assessment and evaluation system for the B.Voc. Programme.

Student Fee

Student fee shall be decided by the board of management.
All other conditions will be followed as laid down by UGC

ORDINANCE NO. 23

Skill Development Courses

In tune with the policy of Central and State Govt. the university shall introduce skill development courses as per the needs of the industry / State / Centre

The course shall be part time only and entire syllabus and course content will be according to norms of National / State Skill Development council

ORDINANCE NO. 24**THE ORDINANCE FOR THE AWARD OF POST GRADUATE
DEGREE IN ENGINEERING AND TECHNOLOGY**

- | | | |
|----|----------------------------|------------------------------------------------|
| 1. | Title of the Degree | Master of Technology (M. Tech.) |
| 2. | Name of Faculty | Faculty of Engineering & Technology and others |
| 3. | (A) Course Name | M. Tech. (Regular) Full Time |
- (i) Duration of the Course:
Four Semesters (Two Years)- for Regular Course
- (ii) Eligibility for Admission: For M.Tech. (1st semester/ 1st year)(Regular)
Every applicant for admission to the First Semester of M. Tech .
- (i) Shall have passed B.E./ B. Tech. or equivalent examinations in appropriate branch with minimum of 50% Marks (45% for reserved categories) or CGPA of 5.0 on a scale of 10 CGPA (4.5 for reserved categories) in appropriate branch of Engineering and Technology.

(Note:- a . Applicants possessing valid GATE score shall be given preference over to those candidates who do not possess GATE score.

b. Applicants who do not possess a GATE score will have to appear in the University entrance exam, if such an examination conducted by the University.

c. Notwithstanding what has been stated in above (A) & (B), applications from candidates sponsored by organization recognized by the Academic Council, and application from

foreign nationals received through proper channel, may be considered for admission to the M. Tech programme. Their admission shall, however, be governed by the regulation prescribed by the Academic Council of the University.

d. The suitable match of eligible Degree and its specialization for admission into M. Tech. programme of various specialization /stream/ branch shall be decided by the concerned Faculty/Department of the University.

e. **Candidate**
who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

4. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

5. Admission Procedure

The eligible candidates as specified in clause 3 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination result of various Institute/Board/ University/ other Professional Bodies/ Organizations or any other mode as decided by the AICTE/UGC/other relevant Regulatory Bodies from time to time or based on qualifying exam.

6. Branch/Subject Distribution:

Admission to the particular branch of study with its specialization shall be as decided by the University on the basis of counseling/ personal interview.

7. Intake

The Intake for each of these courses shall be decided by the University from time to time, taking care of the intake as per norms of the concerned regulatory body.

8. Academic cycle/ year

There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

9. Course Structure

The Course structure of M. Tech shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

10. Mediums of Instruction :

The medium of instruction and examination shall be **English Examination**

a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

11. Eligibility for Degree :Eligibility for Award of the M. Tech. Degree

A student shall be declared to be eligible for award of the M. Tech. Degree if he/ she has:

a.) Registered and successfully completed all the core courses, optional Courses,

practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, (Field Work, Industrial Visit, Industrial training, which ever applicable), Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable; c.) earned the specified credits in all the categories of subjects if applicable;

d.) Secured a minimum CGPA of 5.0 or 50% in aggregate overall. However the award of the Division/Class shall be as per the recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) No disciplinary action is pending against him/her.

12. Attendance Requirement: A candidate must have at least 75% attendance.

Provided that in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

13. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M. Tech. Degree within a maximum period of four years from the session of first admission. However, for any exceptional case the matter shall be decided by the University as

per the provisions of relevant rules and regulations.

14. General Instruction

i.) The admission to all kind & modes of M. Tech. Course shall be governed in accordance and provisions with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of MPU Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MPU shall be competent to take any decision which shall be final

15. The various Subject in the M. Tech. programmes in the Faculty of Engineering & Technology shall include the traditional as well as innovative areas of various spheres of Engineering and Technology as proposed by the concerned Board of Studies and duly approved by the Academic Council.

16. The list of various Subject of M. Tech. course shall include the current courses/programme as well as proposed in future. However, all the M. Tech. programmes with various Subject at present & in future shall run and governed through this ordinance.

17. The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e- learning, face-to-face, through webinar etc.

- These programmes are offered by the Faculty of Engineering & Technology, recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
- In future, more Subject/courses/programmes of M. Tech. can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
- The University shall also offer more number of Post Graduate degree (M. Tech. programmes) with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned throughout the World

ORDINANCE NO. 25**THE ORDINANCE FOR THE AWARD OF POST GRADUATE DEGREE IN
COMPUTER APPLICATION & INFORMATION TECHNOLOGY****1. Title of the Degree:**

- (A) Master of Computer Application (MCA)
- (B) Information Technology and Science
- (C) Animation & Multimedia
- (D) Graphics Design

2. Name of Faculty : Faculty of Computer Application**3. Duration of the Course : Three years (Six Semesters)****4. Eligibility For Admission : Every applicant for admission to the First Semester of M.C.A shall possess following educational qualification:-**

- a. Candidate who have pass BCA/BCA (Hons.) or B.Sc (IT/CS/Electronics) or an equivalent degree from any recognized University with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade;

Or

- b. Candidate should have a Bachelor's degree with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade of minimum 3 years duration from a recognized Indian University or foreign University or Institute recognized by the University as equivalent or any open University and Mathematics as one of the subjects at 10+2 level or at graduation;

Or

- c. However, a candidate who does not have Mathematics background as per above, could also be considered for admission to

the programme on the recommendations of the Personal Interview panel, if it is adjudged that the candidate would be able to cover his deficiency through a Mathematics audit course in the first semester;

Or

- d The candidate should possess professional/ Technical Degree in any field like Engineering, Technology, Information Technology, Computer science, Applied Science & Technology etc. with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade of any Indian University or foreign University or Institute or Associate Membership of professional bodies in above fields/areas, recognized by the University as equivalent;

And

- e Lateral Entry to MCA 2nd year will be given to the students having qualification PGDCA (after graduation) or DOEACC "A" level examination or any other examination considered equivalent by the University;

Note: However, candidate who is appearing or has appeared for final year/semester of any degree/qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure

The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the AICTE/UGC/other relevant Regulatory Bodies from time to time or based on qualifying examination

7. Specialization Distribution:

Admission to a particular stream/ specialization of MCA Course/Programmed, if any, shall be as decided by the University on the basis of either merit or counseling or person interviews.

8. Intake

The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year

There will be two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction : The medium of instruction and examination shall be English

12. Examination

a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree: Eligibility for Award of the M.C.A. Degree

A student shall be declared to be eligible for award of the Degree with various Subject if he/ she has:

a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practicals, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project

Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

- a.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;
- a.) Earned the specified credits in all the categories of subjects if applicable;
- a.) Secured a minimum CGPA of 5.0 or 50% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University .
- a.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and
- f.) No disciplinary action is pending against him/her.

14. **Attendance Requirement:** A candidate must have at least 75% attendance. Provided that,

in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. **Maximum Duration of Completion of Course:**

A candidate has to complete the entire course of M.C.A. Degree ordinarily within a maximum period of Six years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. **General Instruction**

- i.) The admission to the M.C.A. Course shall be governed in accordance and provisions with

the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/ relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of MPU Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MPU shall be competent to take any decision which shall be final.

17. The various Subject in the M.C.A. programmes in the Faculty of Computer Application & Information Technology and other faculties shall include the traditional as well as innovative areas of various spheres of knowledge's linked/ related with Computer Application & Information Technology as proposed by the concerned Board of Studies and duly approved by the Academic Council.
18. All MCA programme with various Subject, if any, at present & in future shall run and governed through this ordinance.
19. The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on- line, e-learning, face-to-face, through webinar etc.
20. This programme is offered by the Faculty of Computer Application & Information Technology recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.

21. In future, more Subject/courses/programmes of post graduate degree can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the conceded Board of Studies, from time to time, by the University, in its various
22. Faculties/ departments/ centers/ institutes located in University campus.
23. The University shall also offer more number of Post Graduate specialization programmes under this ordinance on the recommendation of conceded Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of knowledge to all concerned throughout the World.
24. This Ordinance shall be applicable to all Post Graduates Degree (MCA), Three years Regular and in others in Computer Application & Information Technology, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO 26**ORDINANCE FOR THE AWARD OF TWO YEARS POST GRADUATE DEGREE IN AGRICULTURE SCIENCES & TECHNOLOGY****1. Title of the Degree**

Master of Science (Agriculture) (M.Sc. Ag) MSc. In Horticulture
MSc. In Food Science MSc. In Seed Technology MSc. In Biotechnology
MSc. In Agriculture Extension MSc. In Agriculture Economics

2. Name of Faculty: Faculty of Agriculture Science & Technology**3. Duration of the Course : Two years (Four Semesters)****4. Eligibility for Admission : Every applicant for admission to the First Semester of M.Sc. Ag shall possess following educational qualification:-**

Candidate should be a graduate in Agriculture or its equivalent, with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent or any Open University. However, the graduate degree should be with Four years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+4) year system or any equivalent examination.

Or

The candidate should possess professional Degree in Agriculture Science. With at least 50% (45% for reserved categories) marks in

aggregate or equivalent grade from any Indian

University or foreign University or Institute recognized by the University as equivalent.

Or

However, candidate who is appearing or has appeared for final year/semester of qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition

5. **Duration of the Course : Two years (Four Semesters)**
6. **Eligibility for Admission :**

Every applicant for admission to the First Semester of M.Sc.Ag shall possess following educational qualification:-

Candidate should be a graduate in Agriculture or its equivalent, with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent or any Open University. However, the graduate degree should be with Four years study after passing 12th class examination of (10+2) scheme or

equivalent (10+2+4) year system or any equivalent examination.

Or

The candidate should possess professional Degree in Agriculture Science. With at least 50% (45% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent.

Or

However, candidate who is appearing or has appeared for final year/semester of qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

7. Eligibility for Admission to NRI /other privileged Candidates:-

- a. Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of

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Govt. of India and/or State Government.

8. Admission Procedure

The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies mainly ICAR from time to time or based on qualifying examination

9. Specialization Distribution :

Admission to a particular stream/ specialization of M.Sc-Ag Course/ Programmed shall be as decided by the University on the basis of either merit or counseling or personal interview as per the ICAR norms.

10. Intake

The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

11. Academic cycle/ year :

There will be two academic cycle for these courses every year like Summer & Winter as decided by the University.

12. Course Structure

Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

13. Specialization Distribution:

Admission to a particular stream/ specialization of M.Sc-Ag Course/ Programmed shall be as decided by the University on the basis of either merit or counseling or personal interview as per the ICAR norms.

14. Medium of Instruction and Examination :

The medium of instruction and examination shall be English

a) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect.

b) The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the

concerned Board of Studies with due approval of Academic Council.

c) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

15. Eligibility for Degree : Eligibility for Award of the M.Sc.-Ag Degree

A student shall be declared to be eligible for award of the Degree with various subject if he/ she has:

a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial; Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) Secured a CGPA of 5.0 or minimum 50% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation

of concerned Board of Studies of the University.

e.) No dues to the University, Hostels, Libraries, /NSS/NSO etc; and

f.) No disciplinary action is pending against him/her.

16. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

17. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.Sc.-Ag Degree ordinarily within a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

18. General Instruction:

i.) The admission to the M.Sc.-Ag Course shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body mainly ICAR or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body mainly ICAR or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of MPU Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MPU shall be competent to take any decision which shall be final

but should not violet the norms of ICAR.

19. The various subject in the M.Sc.-Ag programmes in the "Faculty of Agriculture Science & Technology" shall include the Areas/ Branches/ Discipline/ Specialization of Agronomy, Agriculture Economics, Horticulture, Entomology, Agriculture Extension, Plant Breeding & Genetics, Plant Pathology, Plant Psychology, Soil Science, Seed Science & Technology, Agriculture Biotechnology, Floriculture etc. The list of various subject of M.Sc.-Ag courses shall include the current courses/ programme as well as proposed in future. However, all M.Sc.-Ag programmes with various subject at present & in future shall run and governed through this ordinance.. The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.
20. These programmes are offered by the "Faculty of Agriculture Science & Technology" recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
21. In future, more number of post graduate degree Programmed/Courses with various subject can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
22. The University shall also offer more number of M.Sc.-Ag related PG Courses/ programmes, with the various specialization titles, which shall run under this ordinance on the recommendation of concerned Board of Studies, of

University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of knowledge to all concerned througho ut the World.

- 23.** This Ordinance shall be applicable to all Post Graduates Degree Programmed/Courses of Two years duration, Regular in nature, full time in Agriculture Science & Technology, and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

MANSAROVAR GLOBAL UNIVERSITY

ORDINANCE NO.27

The Master of Pharmacy

(M. Pharm)

Duration of the course

- a) The duration of the M.Pharm course shall be of two academic years full time with each academic year spread over a period of not less than two hundred working days.
- b) The study of M.Pharm course shall be of annual system which includes M.Pharm (Part-I) extending for 12 months from the commencement of the academic term and M.Pharm (Part-II) of another 12 months duration.
- c) At the end of M.Pharm (Part-I) there shall be a university examination of M.Pharm (Part-I). At the end of M.Pharm (Part-II) the candidate shall submit a dissertation on the topic approved by the university.

Admission Qualification

Minimum qualification for admission to M.Pharm (Part-I) programmeA pass in the following examinations -

- 1.) B.Pharm degree examination of an Indian University established by law in India from an institution approved by Pharmacy Council of India and has scored not less than 55% of the maximum marks (aggregate of four years of B.Pharm).

Provided that -

- a) There shall be reservation of seats for the students belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Classes in accordance with the instructions issued by the Central Government/State Government/Union Territory Administration, as the case may be, from time to time.
- 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.

Approval of Post Graduate Pharmacy courses and examination.

- a) No person, institution, society or university shall start and conduct M.Pharm programme or increase number of admissions without the prior approval of the Pharmacy Council of India.
- b) Any person, institution, society or university for the purpose of obtaining approval under sub-section (1) of section 12 of the Pharmacy Act shall submit a scheme.
- c) The scheme referred to in sub-regulation (b) above, shall be in such form and contain such particulars and be preferred in such manner and be accompanied with such fee as may be prescribed by the Pharmacy Council of India.
- d) The approval to a Post Graduate Course shall be granted initially for a specified period not exceeding 5 year, after which it shall have to be renewed.
- e) The procedure for 'Renewal' of approval shall be same as applicable for the grant of approval.
- f) Failure to seek timely renewal of approval as required in sub-regulation-4(d) shall invariably result in stoppage of admissions to the concerned Post Graduate course.

Eligibility for conducting Post Graduate Courses -

- a) The institutions approved by the Pharmacy Council of India for running Bachelor of Pharmacy course under section 12 or institutions established by the Central Government/State Govt. for the purpose of imparting postgraduate pharmacy education shall be eligible for starting any postgraduate degree course.
Provided that the Pharmacy Council of India shall exempt any such existing/proposed specialist institution or autonomous body owned and managed by the Central Government/State Government from fulfilling the prescribed provision of having an undergraduate teaching facility and allow starting Postgraduate pharmacy course.
- b) The institutions approved by the Pharmacy Council of India under section 12 of the Pharmacy Act for running Undergraduate course, prior to the implementation of these regulations and conducting Post Graduate programmes in Pharmacy (M.Pharm.) or institutions established by the Central Government/State Govt. for the purpose of imparting postgraduate Pharmacy education shall within one year from the date of notification of these regulations apply to the Pharmacy Council of India as mentioned.
- c) The maximum number of students for a postgraduate pharmacy course, who can be registered in any recognised department / institution for training for the award of

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postgraduate degree by the affiliating university, shall be determined by the facilities available in the department/ institution in terms of infrastructure, teaching staff and teaching material.

Provided that the Pharmacy Council of India shall not approve any institution under these regulations unless it provides adequate arrangements for teaching in regard to building, accommodation, laboratories, equipments, teaching staff, non-teaching staff, etc., as specified in to these regulations.

COMPONENTS OF THE POSTGRADUATE CURRICULUM:

The major components of the postgraduate curriculum shall be:

- Theoretical knowledge.
- Practical /clinical skills.
- Thesis skills.
- Attitudes including communication skills.
- Training in research methodology.

The students undergoing postgraduate courses shall be exposed to the following:-

- Basics of statistics to understand and critically evaluate published research paper.
- Lectures or other type of exposure to human behavior studies.
- Basic understanding of pharmaco-economics.
- Introduction to the non-linear mathematics.

NOMENCLATURE OF POSTGRADUATE COURSES.

The nomenclature of postgraduate pharmacy courses shall be prescribed by the Pharmacy Council of India.

Specialties/Subjects in which Postgraduate Degree in Pharmacy can be awarded by the university:-

1. Pharmaceutics
2. Industrial Pharmacy
3. Pharmaceutical Technology
4. Pharmaceutical Chemistry
5. Pharmaceutical Analysis
6. Pharmaceutical Quality Assurance
7. Regulatory Affairs
8. Pharmaceutical Biotechnology

9. Pharmacy Practice
10. Pharmacology
11. Pharmacognosy
12. Phytopharmacy & Phytomedicine

Note :- Any other specialty as may be prescribed by the Pharmacy Council of India from time to time.

10. Syllabus. -

The syllabus for each subject of study shall as may be prescribed by the Pharmacy Council of India from time to time.

11. SELECTION OF POSTGRADUATE STUDENTS.

1. Students for postgraduate pharmacy courses shall be selected strictly on the basis of their academic merit.
2. For determining the academic merit, the university/institution may adopt any one of the following Procedures:—
 - i. On the basis of merit as determined by the competitive test conducted by the State Government or by the competent authority appointed by the State Government or by the university/group of universities in the same state; or
 - ii. On the basis of merit as determined by a centralized competitive test held at the national level; or
 - iii. On the basis of the individual cumulative performance at the first, second, third and final B.Pharm examination, if such examination have been passed from the same university; or
 - iv. Combination of (i) and (iii):

Provided that wherever entrance test for postgraduate admission is held by the State Government or a university or any other authorized examining body, the minimum percentage of marks for eligibility for admission to postgraduate pharmacy courses shall be 55 per cent for general category candidates and 50 per cent for the candidate belonging to Scheduled Castes, Scheduled Tribes.

12. Migration/transfer

Migration/transfer of postgraduate student from one pharmacy college or institution to another.

Migration/transfer of students undergoing any postgraduate degree course shall not be permitted by any university or any authority and shall be governed by the policy of the Pharmacy Council of India in this regard.

13. Examination

The examination for M.Pharm shall be held in accordance with the provisions contained in these regulations. The examinations shall be organised on the basis of grading or marking system to evaluate and certify candidate's level of knowledge, skill and competence at the end of the training

a) For M.Pharm (Part-I)

i) There shall be an examination for M.Pharm (Part-I) at the end of calendar year.

The first examination shall be the annual examination and the second examination shall be supplementary examination.

ii) The examinations shall be of written and practical (including oral).

b) For M.Pharm (Part-II)

For M.Pharm (Part-II) the examination shall be an evaluation of dissertation and viva voce at the end of 12 months (one year) after the commencement of M.Pharm (Part-II) course.

Eligibility for appearing at Examination. –

a) Only such students who produce certificate from the Head of the Institution in which he has undergone the M.Pharm (Part-I), in proof of his having regularly and satisfactorily undergone the course of study by attending not less than 80% of the classes held both in theory and in practical separately in each subject shall be eligible for appearing at examination. Similarly a candidate who has put in a minimum of 80% of attendance in M.Pharm (Part-II) shall only be eligible to submit the dissertation.

b) A student pursuing M.Pharm programme shall study in the concerned department of the institution for the entire period as a full time student. The student is not permitted

to work in any laboratory/college/industry/pharmacy etc., while studying

M.Pharm Programme except as a part of training programme.

c) Each academic session shall be taken as a unit for the purpose of calculating attendance.

d) Every student shall attend symposia, seminars, conferences, journal review meetings and lectures during each year as prescribed by the department/college/university and not absent himself without prior permission.

e) Any student who fails to complete the course in the manner stated above shall not be permitted to appear for the University examinations.

Scheme of Examinations –

a) Mode of Examination

i) Theory examination shall be of three hours and practical examination shall be of six hours duration.

ii) A student who fails in theory or practical examination of a subject shall re-appear both in theory and practical of the same subject.

iii) Practical examination shall also consist of a viva –voce (Oral) examination.

iv) The maximum number of candidates to be examined in clinical / practical and Oral on any day shall not exceed fifteen for M.Pharm examinations.

v) M.Pharm examinations, in any subject shall consist of Thesis, Theory Papers, and Practical and Oral examinations.

b) Sessional Examinations

i) There shall be atleast two periodic sessional examinations in each subject of specialization conducted at regular intervals at the end of the first term and second term respectively both in theory and in practical which include seminars.

ii) The highest aggregate of any two performances shall form the basis of calculating sessional marks.

iii) The sessional marks shall be awarded out of a maximum of 50 in theory and practical as follows:

Theory

Written Test : 30 marks (average of two)

Seminar : 20 marks

Total : 50 marks

Practicals

Practicals Test : 30 marks (average of two)

Lab. Work (Record) : 20 marks

Total : 50 marks

iv) A regular record of both theory and practical class work and examinations conducted in an institution imparting training for M.Pharm Programme shall be maintained.

c) Improvement of sessional marks -

Students who wish to improve sessional marks can do so, by appearing in two additional sessional examinations during the next academic year. The average score of the two examinations shall be the basis for improved sessional marks in theory. The sessional marks of practicals shall be improved by appearing in additional practical examinations. Marks awarded to a student for day to day assessment in the practical class cannot be improved unless he attends a regular course of study again.

d) University Examination M.Pharm (Part- I)

- (i) There shall be two university examinations annually (Annual & Supplementary).
- (ii) Each theory paper shall be of 3 hours duration carrying 100 marks each.
- (iii) Each practical paper shall be of 6 hours duration carrying 100 marks each.

Theory

- (i) There shall be four theory papers.
- (ii) The theory examinations shall be held sufficiently earlier than the Practical examination so that the answer books can be assessed and evaluated before the start of Practical and Oral examination.

Practical and Oral Examination

- (i) Practical examination shall be conducted to test the knowledge and competence of the candidates for making valid and relevant observations based on the experimental/Laboratory studies and his ability to perform such studies as are relevant to his subject.
- (ii) The Oral examination shall be thorough and shall aim at assessing the candidates knowledge and competence about the subject, investigative procedures, technique and other aspects of the speciality, which form a part of the examination.

Thesis

1. Every candidate shall carry out work on an assigned research project under the guidance of a recognised Postgraduate Teacher, the result of which shall be written up and submitted in the form of a Thesis.
2. Work for writing the Thesis is aimed at contributing to the development of a spirit of enquiry, besides exposing the candidate to the techniques of research, critical analysis, acquaintance with the latest advances in medical science and the manner of identifying and consulting available literature. Thesis shall be submitted at least two months before the theoretical and practical examination.
3. The Thesis shall be examined by a minimum of two examiners; one internal and one external examiner.

Minimum marks for passing examination

- (i) A student shall not be declared to have passed M.Pharm examination unless he secures at least 50% marks in each of the subject separately in the theory examinations, including sessional marks and at least 50% marks in each of the practical examinations including sessional marks.
- (ii) The students securing 60% marks or above in aggregate in all subjects in a single attempt at the M.Pharm examination shall be declared to have passed in first class.

(iii) Students securing 75% marks or above in any subject or subjects shall be declared to have passed with distinction in the subject or those subjects provided he passes in all the subjects in a single attempt.

Eligibility for promotion to M.Pharm (Part-II)

(i) All students who have appeared for all the subjects and passed the first year annual examination are eligible for promotion to the second year.

(ii) The student failing in subjects of M.Pharm (Part-I) examination shall be permitted to register for M.Pharm (Part-II) programme. However, such students shall not be permitted to submit the dissertation unless he completes the M.Pharm (Part-I) examination and passes both in theory and practical at a time together.

Approval of examinations. –

Examinations mentioned in regulations 10 shall be held by the examining authority which shall be approved by the Pharmacy Council of India under sub-section (2) of Section 12 of the Pharmacy Act, 1948. Such approval shall be granted only if the examining authority concerned fulfills the conditions as specified in Appendix-B to these regulations.

Certificate of passing examination. –

Every student who has passed the examinations for the M.Pharm (Master of Pharmacy) programme shall be granted a degree certificate by the Examining Authority.

Examiners

(a) All the Postgraduate Examiners shall be recognised Postgraduate Teachers holding postgraduate qualifications in the subject concerned.

(b) For all Postgraduate Examinations, the minimum number of examiners shall be two, out of which at least one shall be External Examiner, who shall be invited from other recognised Examining Authority from outside the Jurisdiction of the Examining Authority.

Specialties/Subjects in which Postgraduate Degree in Pharmacy can be awarded by the Indian Universities –

1. Pharmaceutics
2. Industrial Pharmacy
3. Pharmaceutical Technology
4. Pharmaceutical Chemistry
5. Pharmaceutical Analysis

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6. **Pharmaceutical Quality Assurance**
7. **Regulatory Affairs**
8. **Pharmaceutical Biotechnology**
9. **Pharmacy Practice**
10. **Pharmacology**
11. **Pharmacognosy**
12. **Phytopharmacy & Phytomedicine**
13. **Any other specialty as may be prescribed by the Pharmacy Council of India from time to time.**

ORDINANCE NO. 28
ORDINANCE FOR THE AWARD OF TWO YEARS POST GRADUATE
DEGREE IN BASIC SCIENCES, APPLIED SCIENCE

1. **Title of the Degree: : Master of Science (M.Sc.)**

Subjects: Basic Sciences and Applied Sciences as
M.Sc.(Industrial Chemistry); M.Sc. (Biotechnology);
M.Sc. (Bioinformatics); M.Sc. (Forestry); M.Sc
(Environmental science)

2. **Name of Faculty Faculty of Basic and Applied Sciences**

3. **Duration of the Course : Two years**

1. **Eligibility For Admission :**

Every applicant for admission to the First Semester of M.Sc. shall possess following educational qualification:-

1. Candidate should be a Science Graduate with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade, from any Indian University or foreign University or Institute recognized by the University as equivalent or any open University. However, the graduate degree should be with three years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

2. The candidate should be graduate in relevant science field.

Or

3. However, candidate who is appearing or has appeared for final year/semester of any degree/ qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

Eligibility for Admission to NRI /other privileged Candidates:- Non-resident Indian and other privileged candidate shall be eligible for

admission to these courses in accordance with the directives of Govt. of India and/or State Government

2 Admission Procedure

The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time, or based on qualifying exam.

3 Specialization Distribution:

Admission to a particular stream/ specialization of M.Sc Course/ Programmed shall be as decided by the University on the basis of either merit or counseling or personal interview .

4 Intake

The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

5 Academic cycle/year There will be one academic cycle for these courses every year as decided by the University. The medium of instruction and examination shall be English

6 Eligibility for Degree : Eligibility for Award of the M.Sc. Degree

A student shall be declared to be eligible for award of the Degree with various Subject if he/ she has:

a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

b.) successfully acquired the minimum required marks as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified marks in all the categories of subjects if applicable;

d.) Secured a minimum 45% marks in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) No dues to the University, Hostels, Libraries, NCC/NSS/NSO etc; and

f.) No disciplinary action is pending against him/her.

7. Attendance Requirement:

A candidate must have at least 75% attendance.

Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

8. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.Sc. Degree ordinarily withi

n a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations

9. General Instruction

i.) The admission to the M.Sc. Course shall be governed in accordance and provisions with the Rules/ Directives of DOC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time. ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of DOC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time. iv.) For matters not covered in this specific ordinance, General rules and regulations of MPU Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MPU shall be competent to take any decision which shall be final.

10. The list of various Subject of M.Sc. courses shall include the current courses/programme as well as proposed in future. However, all M.Sc. programmes with various Subject at present & in future shall run and governed through this ordinance.
11. The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.
12. In future, more number of post graduate degree Programmed/Courses with various Subject can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this

- ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
13. The University shall also offer more number of M.Sc. related PG Courses/programmes, with the various specialization titles, under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of knowledge to all concerned throughout the World
14. This Ordinance shall be applicable to all Post Graduates Degree (M.Sc.) of Two years duration, Regular in Basic Science, Applied Science and various COMBINATION recognized by UGC except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 29

THE ORDINANCE FOR THE AWARD OF POST GRADUATE DEGREE IN
MANAGEMENT

1. Title of the Degree (i) Master of Business Administration(MBA)
2. Name of Faculty Faculty of Management Studies
3. Course Name
- (i) Event Management
- (ii) Rural Management
- (iii) Agri Business Management
- (iv) Disaster management
- (v) Tourism and travel management
- (vi) fire safety
- (vii) Hospital management
- (viii) Media Management [MBA(MM)]
(Specialization – advertisement and marketing Communication, corporate communication, E- commerce)
- (ix) Finance
- (x) Marketing
- (xi) Retail
- (xii) Sales
- (xiii) Operations
- (xiv) Family Business Management
4. Duration of the Course : Four Semesters (Two Years)- for Regular Course
3. Eligibility For Admission : For M.B.A (1st semester/ 1st year)(Regular)

(A) Every applicant for admission to the First Semester of M.B.A (Regular) shall possess following educational

Qualification:-

Candidates should be a graduate in any discipline with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent or any open University. However, the graduate degree should be with three years study after passing (10+2) class examination of (10+2) scheme or equivalent (10+2+3) 2 year system or any

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equivalent examination.

Or

The candidate should possess professional/Technical Degree in any field like Engineering, Technology, Information Technology, Medical Science, veterinary Science, Agriculture Science, Pharmacy, Law etc. with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent.

Or

Associate membership of any professional bodies which is recognized by the University as equivalent to any UG or PG Degree with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade.

Note: However, candidate who is appearing or has appeared for final year/semester of any degree/ qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

6. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

7. Admission Procedure

The eligible candidates as specified in clause 3 above, should secure a place in the merit list prepared on the basis of academic

credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the AICTE/UGC/other relevant Regulatory Bodies from time to time or based on qualifying exam.

8. Specialization Distribution: Admission to a particular stream/ specialization of MBA Course/ Programmed shall be as decided by the University on the basis of either merit or counseling or personal interviews.

9. Intake

The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

- 10 **Academic cycle/ year** There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

11. Course Structure

The Course structure M.B.A shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

12. Medium of Instruction and Examination:

The medium of instruction and examination shall be English

13. Examination

a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

14. Eligibility for Degree Eligibility for Award of the M.B.A.

A student shall be declared to be eligible for award of the Degree with various specializations if he/ she has:

- a.) Registered and successfully completed all subjects of core courses optional and specialized Courses, Management Lab

classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the subjects' if applicable;

d.) Secured a minimum CGPA of 5.0 or 50% in aggregate or equivalent Grade overall.

However the award of the Division/ Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) No disciplinary action is pending against him/her.

13. Attendance Requirement: A candidate must have at least 75% attendance. Provided that,

in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

14. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of MBA Degree ordinarily within a maximum period of four years respectively,

from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

15. General Instruction

- i.) The admission to all kinds & modes of MBA Course shall be governed in accordance and provisions with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- ii.) The relaxation in eligibility conditions, age and reservation etc, shall be in accordance with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of MGU Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MGU shall be competent to take any decision which shall be final.

16. The various specializations in the MBA programmes in the Faculty of Management Studies shall include Marketing, Finance, Human Resources, Information Technology, Banking & Insurance, Agri-Business, Manufacturing & Production, Industrial Management, Advertising and public relation, Energy Management, Communication & Media Management, Entrepreneurship, Materials Management, Logistic & Supply Chain Management, International Business, Retail Management, Rural Management, Tourism Management, Hospital Administration, NGO Management, Pharmaceutical Management, Telecom Management, Operation Research, Event Management, Infrastructure Management etc.
17. The list of various specializations of "MBA" courses shall include the current courses/programme as well as proposed in future. However, all MBA and Executive MBA programmes with various specializations at present & in future shall run and governed through this ordinance. The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.
18. These programmes are offered by the Faculty of Management Studies, Faculty of Agriculture Science & Technology and other faculties recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University
19. In future, more specializations/courses/ programmes of post graduate degree in Management can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this

ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/centers/ institutes located in University campus.

20. The University shall also offer more number of MBA programmes with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned throughout the World.
21. This Ordinance shall be applicable to all MBA and other Post Graduates Degree in Management and except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 30**THE ORDINANCE FOR THE AWARD OF TWO YEARS POST
GRADUATE DEGREE IN COMMERCE (FINANCE)**

1. **Title of the Degree** Master of Commerce (M.Com)
2. **Name of Faculty** Faculty of Commerce
3. **Duration of the Course** Two years (Four Semesters)
4. **Eligibility For Admission:** (A) Every applicant for admission to the First Eligibility Semester of M.Com. shall possess following educational qualification:-

Candidate should be graduate in any discipline however the preference shall be given to B.Com.(Hons.)/ B.Com or B.Sc.(who studied either Maths/ Statistics or Computer as their one subject), or BA (who studied either Economics/Maths or Statistics as their one subject) with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent , or any open University. However, the graduate degree should be with three years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

The candidate should possess professional Degree in field of Commerce, Finance, Management, Economics, Engineering etc. e.g.; BBA (Hons.) BBA/ BCA/ B.Tech. with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent

Or

Associate membership of professional bodies in the field of Management, Commerce & Finance, Engineering & Technology, Computer Science & Technology, Information Technology etc. which is recognized by the University as equivalent to UG in relevant streams with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade.

- i. Every applicant for admission to the First Semester of

M.B.E. shall possess following educational qualification:-

Candidate should be graduate in Economics/ Business Economics/ Commerce/ Business Administration or any graduate studied either Maths/Statistics or Economics as there one subject with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute

recognized by the University as equivalent or any open University. However, the graduate degrees should be with three years study after passing 1st class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

ii. However, candidate who is appearing or has appeared for final year/semester of qualifying examination for (A) & (B)

during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

6. **Eligibility for Admission to NRI /other privileged Candidates:-** Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

7. **Admission Procedure**

The eligible candidates as specified in ¹¹⁷¹³ clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any

other mode as decided by the UGC/other relevant Regulatory Bodies from time to time, or based on qualifying examination .

8. **Specialization Distribution:** Admission to M.com Course/Programme shall be as decided by the University on the basis of either merit or counseling or personal interview.
9. **Intake** The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.
10. **Academic cycle/ year** There will be one academic cycle for the course every year as decided by the University.
11. **Course Structure** Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.
12. **Medium of Instruction and Examination** :

The medium of instruction and examination shall be English

13.

Examination

a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time. VICE-CHANC

14. Eligibility for Degree :Eligibility for Award of the Degree

A student shall be declared to be eligible for award of the Degree with various specializations if he/ she has:

a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practices, Includin Seminars Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study

within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) Secured a minimum CGPA of 4.5 or 45% in aggregate or equivalent Grade overall. However the

award of the Division/Class shall be as per recommendation of concerned Board of Studies of the

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e.) no dues to the University; Hostels,

Libraries, NCC/NSS etc; and

f.) No disciplinary action is pending against him/her.

15. Attendance Requirement: A candidate must have at least 75% attendance.

Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

16. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.com. Degree ordinarily within a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

17. General Instruction

i.) The admission to the M.Com. Course shall be governed in accordance and provisions with the Rules/ Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt.

of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of MPU Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MPU shall be competent to take any decision which shall be final.

18. The various specializations in the M.Com. programmes in the Faculty of Commerce & Financial Studies shall include the traditional as well as innovative areas of various spheres of knowledge's linked/ related with the industrial Banking and Insurance sectors etc. as proposed by the concerned Board of Studies and duly approved by the Academic Council. The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.
19. These programmes are offered by the Faculty of Commerce & Financial Studies recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
20. In future, more number of post graduate degree Programmed/Courses with various specializations can also be offered, keeping in view of new innovations, thrust areas. Of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations if the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.

21. The University shall also offer more number of Commerce & Finance related PG Courses/programmes, with the various Specialization titles, which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of knowledge to all concerned througho ut the World.
22. This Ordinance shall be applicable to all Post Graduates Degree Programmed/Courses of Two years duration, Regular in nature, full time in Commerce & Finance and related/allied streams, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 31**THE ORDINANCE FOR THE AWARD OF TWO YEARS POST GRADUATE DEGREE IN SOCIAL SCIENCE & HUMANITIES**

- Title of the Degree:**
- (i) Master of Arts (M.A)
 - (ii) Master of Arts (Women Studies)
 - (iii) Master of Arts (Mass Communication)[MA(MC)]

1. **Name of Faculty** : Faculty of Social Science & Humanities
2. **Duration of the Course** : Two years
3. **Eligibility For Admission** :

Every applicant for admission to the First Year of M.A shall possess following educational qualification:-
Candidate should be a graduate in any discipline e.g. BA, B.Com., B;Sc. etc. with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent or any open University. However, the graduate degree should be with three years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

Or

The candidate should possess professional Degree in field of Social Science & Humanities, Commerce, Finance, Management, Economics, Engineering, Law etc. with at least

45% (40% for reserved categories) marks in aggregate or

equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent.

Or

Associate membership of any professional bodies which is recognized by the University as equivalent to UG in relevant streams with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade.

Or

However, candidate who is appearing or has appeared for final year/semester of any degree/qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

4. Eligibility for Admission to NRI/other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

5. Admission Procedure

The eligible candidates as specified in clause 4 above, should,

secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time or based on qualifying examination.

6. Specialization Distribution:

Admission to a particular stream/ specialization of other PG Course/Programmed shall be as decided by the University on the basis of either merit or counseling or personal interview.

7. Intake

The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

8. Academic cycle/year

There will be one academic cycle for these courses every year as decided by the University.

10 Course Structure:

Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction and Examination : The medium of instruction and examination shall be English

12. Examination

a.) Examinations will be conducted as per the VI

appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the M.A Degree

A student shall be declared to be eligible for award of the Degree with various specializations if he/ she has:

(A) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

(B) Successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable; c.) earned the specified credits in all the categories of subjects if applicable;

(C) Secured a minimum CGPA of 4.5 or 45% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

(D) No dues to the University, Hostels, Libraries, NCC/NSS etc; and No

disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance.

Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.A Degree ordinarily within a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction:

- i.) The admission to the M. A. Course shall be governed in accordance and provisions with the Rules/Directives of DOC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of DOC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- iii.) For matters not covered in this specific ordinance, General rules and regulations of MPU Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MPU shall be competent to take any decision which shall be final.

17. The various specializations in the M.A programmes in the Faculty of Social Science & Humanities and other faculties shall include the traditional as well as innovative areas of various spheres of knowledge's linked/ related with Social

- Science, Law & Management as proposed by the concerned Board of Studies and duly approved by the Academic Council.
18. Various subjects of M.A. courses shall include the current courses/programme as well as proposed in future. However, the other post graduate. Degree programmes/ Courses in Social Science & Humanities and various combination recognized by UGC Courses shall run and governed through this ordinance.
 19. The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.
 20. These programmes are offered by the Faculty of Social Science & Humanities recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
 21. In future, more number of post graduate degree Programmed/Courses with various specializations can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
 22. The University shall also offer more number of Social Science & Humanities related PG Course/Programmed with the various subject titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and /or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of knowledge to all concerned throughout the World.

- 23. This Ordinance shall be applicable to all Post Graduates Degree Programmed/Courses of Two years duration, Regular in nature full time in Social Science & Humanities and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.**

ORDINANCE No.32**DOCTOR OF PHILOSOPHY (Ph. D)****Ordinance as per UGC Regulation, 2016**

The Ordinance shall be called "Ordinance" Governing Doctoral Degree. The ordinance will be governed on such rules & regulations as per approval from Board of Management of the University framed in accordance with regulations /norms laid by UGC from time to time.

1. Eligibility for Enrollment for Doctor of Philosophy(Ph.D.)

1.1 Candidate for the degree of Doctor of Philosophy must, at the time of application, hold Master's degree with at least stipulated percentages as below or an equivalent grade of the University, a deemed University or any other University incorporated by any law for the time being in force and recognized by the University.: (Five percent marks will be relaxed for SC/ST and Handicapped candidates).

- . Engineering- First Class at UG and/or PG level
- . Science- 55 Percent at PG level
- . Commerce & Management- 55 percent at PG level
- . Computer Applications- 55 percent at PG level
- . Humanities and Others- 55 percent at PG level

Candidates who have cleared the M.Phil. course work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completing the M.Phil. Degree in the University in an integrated programme may be admitted to Ph. D programme.

A person of the University of MP, whose M.Phil. dissertation has been evaluated and the viva voce is pending may be admitted to the Ph.D. programme.

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Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, 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

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country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.

A candidate shall ordinarily be permitted to work for Ph.D. Degree in the subject in which he/she has obtained his/ her Master's or Bachelor degree.

Provided that research work leading to Ph.D. degree may be allowed in allied subjects of interdisciplinary nature of the same faculty or of allied faculties.

Provided further that whether a subject is allied or not to the : subject in which the candidate has: done "Master's or Bachelor degree.

2. NAME OF STATUTORY / REGULATORY BODY:-

MP Private University Regulatory Commission/UGC

3. DURATION:

- Ph.D. programme shall be for a minimum duration of three years, excluding course work and a maximum of six years.
- Extension beyond the above limits will be governed by the Academic Council of the University on the recommendation of RAC concerned.
- The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of M.Phil/Ph.D. for up to 240 days.

4. Registration:

A candidate must apply for registration for Ph.D. degree of his subject on a prescribed form obtainable on payment of prescribed fee, stating.

- His/her Qualification and experience;
- Proposed subject/discipline along with the relevant faculty in which he/she proposes to work.
- Proposed title of the Ph.D. thesis
- Name of the supervisor (along with, name of Co-Supervisors, if any) (Strictly

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from the University list of approved Supervisors & Co-Supervisors) under whom he/she wishes to work and the place/places at which he/she wishes to carry on investigations together with the consent of the Supervisor and Co-Supervisor.

- e. Certificate of qualifying the UGC/CSIR/DST/National or State Level Fellowship/NET/GATE/GPATISLET, if any.
- f. Letter granting teacher's fellowship, if any.
- g. Address, Contact number, mobile number, e-mail- id & other contact details.


5. AVAILABILITY OF SEATS.

Depending upon availability of Supervisor/Co-supervisor the number of seats shall be decided, provided that

- A Supervisor shall not have at a time, more than 08 Ph.D. Scholars as supervisor and 08 Ph.D. Scholars as co supervisor in case of others, in any university/Research Centres in India and abroad. For that supervisor have to submit undertaking regarding total number of candidates he is supervising.
- The seats available with the supervisor should be manageable for him/her and also manageable for the concerned research centre.
- At a particular point of time a Professor should have a maximum of 08 Ph.D. scholars, an Associate Professor should have a maximum of 06 Ph.D. scholars and an Assistant Professor should have a maximum of 04 Ph.D. scholars as per the UGC norms.

6. ADMISSION PROCEDURE

The admission shall be made by the University, through an entrance test by the Admission Board following the norms prescribed by the UGC New Delhi. The board will perform the following work:

- a. To prepare panel of names of papers setters in various subjects and submit them to the University. 

- b. To arrange for entrance test.
- c. To arrange for interview.
- d. To announce the names of candidates admitted along with the subject, place of research work, name of supervisor and of the thesis.
- e. To resolve problems, if any.

Candidate who have qualified the UGC/CSIR/DST/ National State level Fellowship/ GATE/GPAT/SLET/NET/M.Phil. shall be admitted direct without the entrance test. Candidates who have been, awarded teachers fellowship by Statutory bodies for doing Ph.D. degree shall also be admitted direct without the entrance test. But university will conduct interview for all such candidates

All other candidates will be selected through entrance test.

- a. Qualifying mark for Entrance Test shall be 50%. The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% specific topic.
- b. The interview/viva-voce will comprise of the remaining 50% marks organized by the University when the candidates are required to discuss their research interest/area through a presentation before a duly constituted Department Research Committee.

The University shall maintain the list of all the Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/ co-supervisor, date of enrollment/ registration.

7. TREATMENT OF PH.D THROUGH DISTANCE MODE/PART-TIME:

The University shall not conduct Ph.D. Programmed through distance education mode as per UGC regulations is not allowed but part-time Ph.D will be allowed provided all the conditions mentioned in this Ordinance are met as applicable to Regular students

8. STRUCTURE OF TEST

Entrance test will be conducted as follows:

Duration: Two Hour;

Paper Part I Research Methodology

Part II Related Subject

INTERVIEW AND ALLOTMENT

Each student shall have to appear in an interview. The interview board shall consist of the following members:

- a. Vice Chancellor or his Nominee as Chairman
- b. Dean of School/College/Director of the Institute.
- c. One of the recognized supervisors in the University Teaching Department in the subject to be nominated by the Vice Chancellor.
- d. One subject expert to be nominated by the Vice Chancellor.

One third of the total members shall complete the quorum. However, presence of the subject expert shall be essential. If the Dean of School is not available, the Vice Chancellor may then appoint a Senior Professor of any University Teaching Department as member.

The interview shall be conducted in the University Teaching Department.

The Candidates shall be called for interview in the following order

- (i) Candidates who have qualified GC/CSTR/DST/National or State level Candidates who have been granted teacher fellowship by a statutory body.
- (ii) Candidates who have been granted teacher fellowship by a statutory body.
- (iii) Candidate according to merit list of the entrance examination.

At the time of interview, the candidates are expected to discuss their Research interest/area, choice of supervisors and co-supervisor (if any) For the candidates belonging to M. Phil and Scholarship holder category 100% weightage shall be on the interview. For others the weightage of the Interview marks shall be 40 %, written entrance examination 40 % and remaining 20 % for qualifying P.G Examination.

The Ph.D. allotment board then shall finalize the list of the names of the candidates to be admitted to the Ph.D. in the concerned subject on the basis of following priority:

- (a) The candidates in category of M. Phil and Scholarship holder shall be admitted first.. In these categories if there are more candidates than the seats available, the candidates shall be selected on the basis of merit list.

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candidate having equal marks, then merit shall be decided according to the percentage of marks at the qualifying PG examination.

- b) As far as possible, the allotment board shall allot the preferred place of research work and the preferred supervisor and co-supervisor, if any and shall also approve the proposed title of the thesis. However, the candidate may change title of his/her thesis, after prior approval by Research Degree Committee (RDC). The candidate may, however, be allowed to take another chance for allotment in next admission process if he does not want to change the preferences in the first instant.

The admission process must be completed by the last date for admission decided by the University for the Doctoral Courses.

A merit list shall be prepared on the basis of entrance test and interviews as and shall be declared as the result of the entrance examination by registrar

10. FEES FOR PH.D. PROGRAMME

Fee is to be paid to the University at the prevalent rates as announced by the University from time to time. The total programme fee must be paid before submission of Ph.D. thesis.

11. COURSEWORK

- (a) The credit assigned to the M.Phil. or Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits
- (b) The course work shall
- (c) be treated as prerequisite for Ph.D.
A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc.
- (d) Other courses shall be advanced level courses preparing the students for Ph.D. degree. They shall be duly approved by the authorized academic bodies.
- (e) All candidates admitted to the Ph.D. programmes will be required to complete the course work prescribed by the Department during the initial one or two semesters.
- (f) Candidates already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. in integrated course, may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.

- (g) Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Research Advisory Committee and the Department and the final grades shall be communicated.
- (h) A Ph.D. scholar is required to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7- point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis.

12 ALLOCATION OF SUPERVISOR/CO-SUPERVISOR

- (a) A person, who wants to get himself/herself recognized as a supervisor/co-supervisor, shall apply in the prescribed Proforma, duly forwarded by Head/Principal/Director of his institution. The case will be put up before the RDC which will decide about the recognition.
- (b) Any regular Professor of the University with at least five research publications in refereed journals;
- (c) Any regular Associate/Assistant Professor of the university with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor.

Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the University may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

- (d) Only a full time regular teacher of the University will act as a supervisor. The external supervisors are not allowed. However, Co- Supervisor will be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.
- (e) The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/viva voce.

- (f) In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department will appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.
- (g) A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. and Eight (8) Ph.D.scholars.
- (h) An Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil. and six (6) Ph.D.scholars.
- (i) An Assistant Professor as Research Supervisor can guide up to a maximum of one (1) M.Phil. and four (3) Ph.D.scholars.
- (j) A person who is himself registered for Ph.D. degree of the University shall not be eligible to act as supervisor or member of any committee mentioned in this Ordinance

13 CHANGE OF SUPERVISOR

Only under special circumstances, the candidate may be allowed to change the supervisor (by the Vice Chancellor) on the recommendation of the committee, constituted by the Vice Chancellor for this purpose. No change in the topic of research will be permitted due to change of supervisor.

14. RESEARCH DEGREE COMMITTEE (RDC)

(a) After successful completion of Pre-Ph.D. course work, the candidate shall be eligible to submit a synopsis (as per Appendix 1.) of his proposed research work along with the title of thesis (finally decided by candidate) duly forwarded by the supervisor and Head of the institution where the candidate is pursuing his/her research. The synopsis has to be submitted in ten copies, with signatures of candidate, supervisor, co-supervisor and Head of the institution on each of the copy on each of the page.

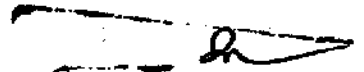
(b) The candidate shall be required to make an oral presentation of the proposed work before the Research Degree Committee (RDC) consisting of the following members:

- (i) Vice Chancellor or his nominee -Chairman
- (ii) Dean of the Schoolconcerned.
- (iii) Chairman,BoardofStudiesofthesubjectintheSchool.
- (iv) Head or One Professor of the University Teaching Department or in the case of non- availability of professor one Associate Professor of the University Teaching Department of thesubject.
- (v) One external subject expert of the rank of University Professor to be appointed by the Vice Chancellor, ordinarily out of a panel of 5 experts given by the Dean of the school concerned External expert andtwoothermembersshallformthequorum.

- Note:-
- (a) On the request ofthe supervisor, Vice Chancellor may permithimtobepresentasanobserverduringtheoral presentation of hiscandidate.
 - (b) No. T.A and D.A shall be payable to candidate and supervisor for attending the Research Degree Committeeemeting.

The meeting of Research Degree Committee (RDC) shall be held in the University office twice a year. The committee shall consider the application of the persons, who want to get recognized as supervisor/co-supervisor. Submitted under section 11 of this Ordinance, and recommend the eligibility of the person for the appointment as supervisor/ co-supervisors. The committee shall also prepare a list for approved supervisors/co-supervisors, along with their specializations as per provisionof this Ordinance. This list

shall be available with the Registrar.


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- (c) After approval by the RDC of the title of the thesis, synopsis, supervisor, co-supervisor/s (if any), and place of research work' the candidate shall be registered for Ph.D./degree from the date on which the candidate had deposited the registration fee and other fees as mentioned in this Ordinance, at time of admission and this date will be the "date of registration" of the candidate. The letter of registration shall be issued by the Registrar, and sent to all those concerned. The candidate shall be enrolled as a student from the date of registration and will be required to pay regular tuition,libraryandlaboratoryfees(sixmonthly)totheuniversity.
- (d) If the RDC makes any change only in the title of the thesis, the approved change

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title shall be communicated to the candidate in the meeting of the RDC itself. The letter of registration shall be issued mentioning the approved title.

- (e) If the RDC suggests any change in the synopsis, then the change required shall be communicated to the candidate by the Registrar. The candidate will be required to resubmit the synopsis (in Ten copies) as revised by him/her, incorporating the changes suggested by the RDC within 3 months time. The dean of the School shall examine the revised synopsis and if he is satisfied that the changes suggested by the RDC have been incorporated, in the revised synopsis, he will approve the same. The letter of registration shall then be issued by the Registrar.
- (f) If the RDC decides that major revision is required in the synopsis and/or the oral presentation was also found to be unsatisfactory, the candidate may be asked to revise the synopsis and/or improve upon the oral presentation and reappear at the next meeting of the RDC.
- (g) If the RDC does not recommend a candidate for registration to Ph.D. degree, the candidate shall be communicated the same by the Registrar. In such a case, only the caution money deposited by the candidate shall be refunded.

15. RESEARCH ADVISORY COMMITTEE AND ITS FUNCTIONS:

There shall be a Research Advisory Committee, for each Ph.D. scholar. The Research Supervisor shall be the Convener of this Committee. This Committee shall have the following responsibilities:

- (a) To review the research proposal and finalize the topic of research;
- (b) To 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.
- (c) To periodically review and assist in the progress of the research work of the research scholar.
- (d) A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee with a copy to the research scholar.
- (e) In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the

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Institution/College with specific reasons for cancellation of the registration of the researchscholar.

16 SIX MONTHLYREPORT

The University shall obtainsix monthly a record of attendance, progress report of the work of Research Scholar from his supervisor as per Appendix 4 which shall be scrutinized by the Dean of the School. Those candidates who fail to deposit fees, the Vice Chancellor on the recommendation of the Dean of the Faculty may order the removal of the name of the scholar from the list of those registered for the Ph.D. Degree.

17 EVALUATION AND ASSESSMENT METHODS OF THEDEGREE:

- (a) The overallminimum credit requirement, including credit for the course work, for the award of M.Phil. degree shall not be less than 24 credits
- (b) Upon satisfactory completion of course work, and obtaining the marks/grade prescribed in sub-clauses the scholar shall be required to undertake research work and produce a draft dissertation/thesis within a reasonable time, as stipulated by the University.
- (c) Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the Research Advisory Committee of the Institution concerned which shall also be open to all faculty members and other research scholars.
- (d) The feedback and comments obtained from them may be suitably incorporated into the draft dissertation/thesis in consultation with the Research Advisory Committee.
- (e) Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

18 SUMMARY OF THESIS AND APPOINTMENT OF EXAMINER

- a) The candidate shall submit ten copies of the summary of the thesis together with a list of research papers published or accepted for publication (in the peer reviewed standard journals of repute, as approved the University from time to time, through his/her supervisor to the Registrar ~~about three months~~ ^{सचिव} prior to the anticipated date of submission of thesis.
- b) The supervisor shall submit to the Registrar, in a ~~sealed~~ ^{निजी विश्वविद्यालय विनियामक आयोग} cover a panel of at least **VICE-CHANCELLOR** **Management Global University** **SFWDC**

six names of examiners actively engaged in the area of research concerned not below the rank of Associate Professor of a University Teaching Department or college Professor, from outside the jurisdiction of this University. At least half of the names should be from outside the state. Another panel of at least six examiners, actively engaged in the area of research concerned and not below the rank of Associate Professor of a University. From outside the jurisdiction of this University shall

be submitted by Chairman Board of studies/Examination committee of the department concerned in which the candidate is pursuing Ph. D.

- c) In case the candidate related to the supervisor, then the first panel of examiners shall be obtained from Head, University Teaching Department of the subject concerned, or a senior professor nominated by Vice Chancellor.
- d) The Vice Chancellor shall appoint two examiners out of two aforesaid panels, submitted by the supervisor and Examination Committee, respectively. The consent of examiners shall be obtained by sending them the summary and list of publication.

Note: The summary of the thesis shall be sent by post/airmail/email.

19 PRE SUBMISSION DEFENSE COMMITTEE

- 1) Prior to submission of the thesis, the candidate shall prepare a draft thesis and shall submit it in Soft and Hard copy in the prescribed format of the University.
- 2) However prior to the submission of draft Ph. D. thesis and PSDC, the candidate shall publish at least two research papers in the peer reviewed standard journal of repute, as approved by the University from time to time, in which the candidate is the sole author or one of the co- authors, then his/her name should be as first author. The reprint of such a paper along with reprints of other research papers published by him if any shall be appended inside the thesis at the end. If reprint has not been obtained till the time of submission of thesis, the acceptance letter along with the approved manuscript (i.e. preprint) shall be appended inside the thesis at the end.
- 3) The candidate shall make a Pre- Submission defense in the University Teaching Department of the concerned subject or any place in the University pre-

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by the University. Arrangement for this shall be made on a request from the candidate, and duly recommended by the supervisor, to the University in the proforma given in Appendix 5.

20 TEST FOR PLAGIARISM

- a. The Academic Council of the University shall ensure that plagiarism and other forms of academic dishonesty has not been adopted by the Scholar using well developed software and gadgets to detect the same.
- b. While submitting the thesis for evaluation, the thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.

21 EVALUATION OF THESIS AND VIVA-VOCE EXAMINATION

- a. The thesis to be accepted for the award of the Ph.D. degree must comply with the following conditions:
 - (i) It must be a piece of research work characterized either by the discovery of the new facts or by a fresh approach towards the interpretation of fact. In either case it should evince the candidate's capacity for critical examination and sound judgment.
 - (ii) It must be satisfactory in point of language and presentation of the subject matter.
- b. The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, who are not in employment of the University of whom one examiner may be from outside the country.
- c. On receipt of the thesis, required fee and no dues certificates, the thesis shall be sent to the two examiners already consented.
- d. The examiners' may seek clarification of the subject matter of the thesis from the supervisor through the Registrar. This provision will be incorporated in the letter to be sent to the examiners while sending the thesis. The extended by the Vice Chancellor and appoint another examiner from the panel of examiners.
- e. Vice Chancellor may recall the thesis from an examiner, who has to send

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interested persons present in open viva. After the presentation of the research work the Board shall ask questions together with those questions, which have been given along with examiners reports. Others in the audience can also ask questions and the candidate shall reply those questions which are permitted by the externalexaminer.

- l. In case the viva-voce examination is not satisfactory, the candidate shall reappear for viva-voce examination within six months. Such candidates would be required to pay an additional fee as prescribed by the University for Second viva-voce Examination. The Same examiner/external examiner for second viva-voce examination shall be appointed by the Vice Chancellor as above. If the candidate fails to satisfy the viva- voce examiners a second time, his/her thesis shall be finallyrejected.
- m. If the examiners recommend that the candidate to revise/improve his thesis, the Vice Chancellor shall permit the candidate to resubmit his thesis not earlier than six months and not later than eighteen months, the period being counted from the date of the issue of orders to the candidate. The candidate shall be provided examiners reports without disclosing the names of the examiners to enable him/her to improve the thesis on the basis of the reports. All the copies of the thesis shall also be returned tocandidate.
- n. In case the candidate is allowed to resubmit the thesis he/she will have to pay the prescribed fee afresh at the time of resubmission but it shall not be necessary for him to reproduce any certificate of further attendance at the institutionatwhichhe/shecarriedoutthework. साधिव
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- o. The resubmitted three copies of the thesis must make clear mention माल that is a revised version. The thesis shall be got examined as far as possible by the examiners who finally recommended for therevision.
- p. In case a candidate is asked to revise the thesis under clause and one of the examiners recommends again for revision of the revised thesis and the other accept, the thesis shall be rejected. If he accepts the thesis for the award then the candidate shall be awarded the Ph.D. B degree on successful viva voce examination as perprovision. VICE-CHANCE
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- q. In case a candidate is asked to further revise the thesis by the third SEHORE

examiner, as above thesis shall stand rejected. Second time revision is not permitted in any case and if so, the thesis shall automatically stand rejected.

Note:- Whether a candidate has incorporated the minor revision as suggested by the examiner(s) it shall be evaluated by Dean of the School. Only after his satisfactory report, the viva-voce of the candidate shall be fixed.

22. APPEARING IN OTHER EXAMINATION

No research scholar shall join any other course of study or appear at any other examination conducted by any University leading to a degree (except Certificate/Diploma course of languages, research methodology, statistics, and computer courses).

23. PUBLICATION OF THESIS.

The thesis shall be published only with the permission of the University and such publication shall state on the title page itself that the thesis was approved for award of the Ph.D. degree of the university.

24. Depository with INFLIBNET:

Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree the University shall submit an electronic copy of the Ph. D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges.

25. Provisional Certificate

Prior to the actual award of the degree, the University shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of the ordinance.

26. AWARD OF PH.D.

After the successful viva-voce, the Vice Chancellor shall have powers to issue Notifications for the award Ph.D. degree to the candidate and the matter shall be reported to the Board of Management for approval in its forthcoming meeting. One copy of the thesis will be kept in the University Library and another copy will be kept in the Departmental Library of the institution where the research work was carried out; the third will be returned to the supervisor. Following the successful completion of the evaluation process, and announcement of the award of Ph.D. the Vice Chancellor shall submit a soft copy of the Ph.D. thesis to UGC within a period of thirty days for

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hosting thesis in NET accessible allUniversity/Institution.

27. REPORTS OF EXAMINERS

After the declaration of the result the successful candidates maybe provided the copies of reports of examiners who recommended for the award of the degree on payment of fee prescribed by the University. The Reports will not disclose the identity of the examiners.

28. WITHDRAWAL OF DEGREE

On detection of any irregularity or any plagiarism the University shall take suitable steps to withdraw the degree.

- 29.** Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Deans/Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

Appendix-1

PROFORMA FOR SYNOPSIS

- 1) Title of the thesis
- 2) Introduction : Giving purpose of research (in about 200 words)
- 3) A brief review of the work already done in the field.
- 4) Noteworthy contributions in the field of proposed work.
- 5) Proposed methodology during the tenure of the research work.
- 6) Expected outcome of the proposed work.
- 7) Reference in standard format.
- 8) List of published papers of the candidate.

Signature of the Supervisor

Signature of the candidate

Date:

Date:

Signature of Co-supervisor (if any)

Date

Appendix-

2

DECLARATION BY THE CANDIDATE

I declare that the thesis entitled Is my own work conducted under the supervision of (Supervisor/Co-Supervisor) at (Centre)..... Approved by Research Degree Committee. I have put in more than 240 days of Attendance with supervisor at the center. I further declare that to the best of my knowledge, the thesis does not contain any part of any work which has been submitted for the award of any degree either in this University or in any other University without proper citation

Signature of the Candidate

Date.....

Place.....

Appendix

3

CERTIFICATE OF THE
SUPERVISOR

This is to certify that the work entitled..... Is a piece of research work done Shri./Smt./Ku..... Under My/our Guidance and Supervision for the degree of Doctor of philosophy of.....(M.P) India. I certify that the candidate has put in an attendance of more than 240 days with me. To the best of my knowledge and belief the thesis:

- i Embodies the work of the candidate himself/herself
- ii. Has duly been completed.
- iii. Fulfill the requirement of the ordinance relating to. the Ph.D degree of the

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University:

Signature of the Co-supervisor

Signature of the supervisor

Date:.....

Date:.....

Appendix

- 4

CONFIDENTIAL PROGRESS REPORT

Six monthly progress report of the research work done for the period
from.....to of
the research scholar.

1. Name of the research Scholar.....

2. Subject.....

3. Topic registered for Ph.D Degree.....

4. Name of the Supervisor.....

5. Name of Co-supervisor (if any).....

6. Description of the guidance on the topic

Period with dates the Candidates has been with the guide for research work (It may also indicate the date of leave availed by the candidate during the above period).

Remarks of the supervisor on the work done by the candidate on the Topic.

Fees paid vide receipt No.....

Date.....

Date.....

SEHORE

(Signature of head of institution where the Candidate was registered for Ph.D.

Degree)

Signature of the Supervisor

Address:.....

Date:.....

.....

Place:.....

.....

Appendix - 5

REQUEST FOR PRE-Ph.D. PRESENTATION BASED ON DRAFT THESIS

The Registrar,

Madhyanchal Professional University,

BHOPAL

Subject: - Request for making Pre-Ph.D. presentation based on draft thesis.

Reference: - Ph.D. registration letter No. detail

Sir,

With reference to above, the details of my Ph.D. thesis are given bellow:

1. Name of the candidate
2. Name of supervisor and Co-supervisors
3. Subject
4. Place of work
5. Title of thesis

My draft thesis is complete and I want to make Pre-Ph.D. presentation.

Kindly arrange for the same.

Date:

(Signature of the candidate)

Place :.....

Name and Address s.....

Signature of the Supervisor Name निजी

and Address :.....

Appendix - 6**FORWARDING LETTER OF HEAD OF INSTITUTION**

The Ph.D thesis entitled.....
 Submitted by Shri/Smt./Ku..... is
 forwarded to the University in six copies. The candidate has paid the necessary fees and
 there are no dues outstanding against him/her.

Name..... Seal.....

Date:

Place

Signature of Head of institution where the candidate was registered for Ph.D.
 degree)

Signature of the Supervisor Date:

Date:-.....Address

Place:.....

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Appendix - 7**EXAMINERS REPORTS ON PH.D. THESIS**

Title of thesis

Name of candidate Shri/ Smt /Ku

.....Subject:.....Faculty.....

1. Thesis is recommended for the Award of Ph.D. degree. Yes/No

2. The thesis be revised on the Lines detailed below.....

3. The thesis be rejected(Please write Yes/No, as the case may be)

4. Thesis requiring only minor revision/s should also be covered in the category and suitable remarks detailing minor revision/s required is/are to be enumerated. Thesis requiring only major revision/s should be covered in this category and suitable remarks detailing the major revision/s required is/are to be enumerated

DETAILED REPORT

(The examiner is requested to attach detailed report in four copies, covering also the following points)

- (a) It must be a piece, of research work characterized either by the discovery of the facts or by a fresh approach towards the interpretation of facts. In either case it should evince the candidate's capacity for critical examination and sound judgment.
- (b) It must be satisfactory in point of language and presentation of the subject matter.

Date (Signature of the Examiner)

Place: Full Name & Address.....

Appendix - 8**PROVISIONAL CERTIFICATE REGARDING AWARD OF PH.D. DEGREE**

This is to certify that videnotificationno.....Dated
.....of this University, the Board of Management has
decided that the degree of Ph.D. in (Subject) be awarded
to.....

..... The title of Ph. D thesis
is.....

The Ph.D degree has been awarded in compliance with the "University.
Grants Commission (minimum standards and procedure for award of M. Phil
/ Ph.D. degree) Regulation, 2009"

Registrar

Date:
.....

ORDINANCE 33**FOR M. Phil. PROGRAMME****1. SHORT TITLE,**

The Ordinance may be called University Grants Commission (Minimum Standards and Procedure for Award of M. Phil. degree) Regulations, 2016.

2. ELIGIBILITY CRITERIA FOR ADMISSION TO THE M.PHIL.PROGRAMME:

Candidates for admission to the M.Phil. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7- point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree 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 for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC non-creamy layer/ Differently-Abled and other categories of candidates as per the decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

In case of foreign students, the condition of 55% at Masters Degree (P.G.) Level shall remain mandatory, whether he/she has obtained

P.G Degree from this University or any other university in India.

In case of foreign students who have obtained P.G. Degree from any university outside India, grade points equivalent to 2nd class shall be considered eligible for registration.

3. DURATION OF THE PROGRAMME:

M.Phil. programme shall be for a minimum duration of two (2) consecutive semesters / one year and a maximum of four (4) consecutive semesters / two years.

Extension beyond the above limits will be governed by the relevant clauses as stipulated in the Statute/Ordinance of the University.

The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of M.Phil. for up to 240 days.

4. AVAILABILITY OF SEATS.

Depending upon availability of Supervisor/Co-supervisor the number of seats shall be decided by the University.

Provided that

- A Supervisor shall not have at a time, more than 08 Ph.D. Scholars as supervisor and 06 Ph.D. Scholars as co supervisor in case of a Professor and 06 Ph.D. Scholars as supervisor and 05 Ph.D. Scholars as Co-supervisor, in case of Associate Professor/Assistant Professor in any university/Research Centres in India and abroad. For that supervisor have to submit undertaking regarding total number of candidates he is supervising.

5. PROCEDURE FOR ADMISSION:

The University shall admit M.Phil students through an Entrance Test conducted at the University.

The University will have separate terms and conditions for M. Phil Entrance Test for those students who qualify for NET, JRF or any other scholarship.

The University shall decide on an annual basis through their academic bodies a predetermined number of M.Phil. scholars to be admitted depending on the number of available Research Supervisors;

The University shall notify well in advance in the institutional website and through advertisement in newspapers, the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) where entrance test(s) shall be conducted and all other relevant information for the benefit of the candidates;

The University shall adhere to the National/State-level reservation policy, as applicable.

The admission shall be based on the criteria notified by the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.

The University shall admit candidates by a two stage Entrance Test process with a qualifying marks as 50%.

The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific followed by an interview/viva-voce to be organized by the university.

The candidates are required to discuss their research interest/area through a presentation before a duly constituted Department Research Committee.

The interview/viva voce shall also consider the following aspects, viz. whether: the candidate possesses the competence for the proposed research; the research work can be suitably undertaken at the Institution/College; the proposed area of research can contribute to new/additional knowledge.

The University shall maintain the list of all the M.Phil. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrollment/registration.

List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.

The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year marksheet

/School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be canceled.

If a candidate admitted provisionally as above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be canceled.

The application form may be rejected due to any of the following reasons:

The candidate does not fulfill the eligibility conditions;

The prescribed fees is not enclosed;

the application form is not signed by the candidate and his/her parent guardian, wherever required;

Supporting documents for admission are not enclosed;

Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees. Admission rules as framed by the University shall be applicable for all admissions from time to time.

6. COURSEWORK:

The credit assigned to the M.Phil. course work shall be a minimum of 08 credits and a maximum of 16credits.

The course work shall be treated as prerequisite for M.Phil. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for M.Phil..

All courses prescribed for M.Phil. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the authorized academicbodies.

The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research AdvisoryCommittee.

All candidates admitted to the M.Phil. programmes shall be required to complete the course work prescribed by the Department during the initial one or twosemesters.

Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Research Advisory Committee and the Department and the final grades shall be communicated.

A M.Phil. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit thedissertation/thesis.

7. DURATION

Master of Philosophy shall be a full timeDegree Programme. The duration of the course shall be of two semesters or ~~One year~~ and a maximum of four

(4) consecutive semesters / two years. The candidate registered for M. Phil. Programmed shall not be permitted to join any other programme/ course of this or any other University.

8. ALLOCATION OF RESEARCH SUPERVISOR:

Any regular Professor of the University with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the university with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor.

Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the University may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

Only a full time regular teacher of the concerned University will act as a supervisor.

The external supervisors are not allowed. However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.

The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/*vivavoce*.

In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.

A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. and Eight (8) Ph.D. scholars; an Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil. and six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of one (1) M.Phil. and four (3) Ph.D. scholars.

In case of relocation of an M.Phil./Ph.D. woman 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 provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.

9. RESEARCH ADVISORY COMMITTEE AND ITS FUNCTIONS:

There shall be a Research Advisory Committee, for each M.Phil. scholar. The Research Supervisor shall be the Convener of this Committee. This Committee shall have the following responsibilities:

- (f) To review the research proposal and finalize the topic of research;
- (g) To 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.
- (h) To periodically review and assist in the progress of the research work of the research scholar.
- (i) A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee with a copy to the research scholar.
- (j) In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement

these corrective measures, the Research Advisory Committee may recommend to the Institution/College with specific reasons for cancellation of the registration of the research scholar.

- (k) The Academic Council of the University shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty.
- (l) While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.
- (m) The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, who are not in employment of the University of whom one examiner may be from outside the country.
- (n) The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.
- (o) The public *viva-voce* of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the *viva-voce* examination.
- (p) If the evaluation report of the one of external examiner is unsatisfactory and does not recommend *viva-voce*, the Institution shall send the dissertation/ thesis to another external examiner out of the approved panel of examiners and the *viva-voce* examination shall be held only if the report of the latest examiner is satisfactory and if the report of the latest examiner is also unsatisfactory, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

10 EVALUATION AND ASSESSMENT:

The overall minimum credit requirement, including credit for the course work, for the award of M.Phil. degree shall not be less than 24 credits.

Upon satisfactory completion of course work, and obtaining the marks/grade prescribed M.Phil. Scholar shall be required to undertake research work and produce a draft dissertation within a reasonable time, as stipulated by the Institution concerned based on these Regulations.

Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the Research Advisory Committee of the University which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation in consultation with the Research Advisory Committee.

M.Phil scholars shall present at least one (1) research paper in a conference/seminar before the submission of the dissertation for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

The Academic Council of the University shall ensure using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.

The M.Phil. Dissertation submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least one external examiner who is not in the employment of the University.

The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by Supervisor and External Examiner together, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of

the Department, other research scholars and other interested experts/researchers.

The public *viva-voce* of the research scholar to defend the dissertation shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation is satisfactory and include a specific recommendation for conducting the *viva-voce* examination. If the evaluation report of the external examiner is not satisfactory it shall be send to another external examiner out of the approved panel of examiners and the *viva-voce* examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the dissertation shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

The Institutions shall develop appropriate methods so as to complete the entire process of evaluation of M.Phil. Dissertation thesis within a period of six months from the date of submission of the dissertation.

11. Provisional Certificate

Prior to the actual award of the degree, the University shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of the ordinance.

12. AWARD OF M.Phil.

After the successful *viva-voce*, the Vice Chancellor shall have powers to issues Notifications for the award of M. Phil degree to the candidate and the matter shall be reported to the Board of Management for approval in its forthcoming meeting. One copy of the thesis will be kept in the University Library and another copy will be kept in the Departmental Library of the institution where the research work was carried out; the third will be returned to the supervisor.

Following the successful completion of the evaluation process, and announcement of the award of M.Phil the University shall submit a soft copy of the dissertation to UGC within a period of thirty days for hosting it in NET accessible to all University/Institution.

13. WITHDRAWAL OF DEGREE

On detection of any irregularity or any plagiarism the University shall take suitable steps to withdraw the degree.

- 14.** Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Deans/Directors of the Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

15. Treatment of M.Phil. through Distance Mode/Part-time:

The University shall not conduct M. Phil. Programme through distance education mode as per UGC Regulations.

ORDINANCE NO. 34**Diploma In Rural Development**

This ordinance shall be applicable to candidates admitted for Diploma in Rural Development. **OBJECTIVES**

1. To impart essential knowhow for the promotion of all round development of the rural communities economic, Social cultural ethical health education, agriculture, Banking and Welfare and other activity related to rural people .
2. To inculcate a sense of responsibility and awareness in accelerating the process of change from traditional ways of living of rural communities to progressive ways of living.
3. To impart an understanding and an appreciation of the role of rural organizations/institutions/agencies departments at state, National and International level (Voluntary or Statutory) so as to ensure it's more meaningful and adequate involvement in growth oriented activities in rural areas.

DURATION OF THE COURSE

The Diploma in Rural Management Course shall be of one year's academic duration **ELIGIBILITY FOR ADMISSION ARE:**

The minimum qualifications required for admission to Diploma in Rural Development will be

Higher Secondary School Certificate (10+2) or an equivalent qualification

1. The candidate is resident of India.
2. A candidate who is an employee of a voluntary or Statutory Rural Welfare Agency/Institution Department shall be preferred.
3. The candidate already prosecuting studies Regular or Correspondence for any other Course of the University during the session shall not be eligible for ordinance.
4. Candidate intending to join this course, shall submit his/her application in the prescribed application form along with requisite enclosures and fee so as to reach the Registrar, of the University within the time limit and date fixed for the purpose.

5. The candidate shall be granted admission according to rules However, the university

reserves the right to admit the application of the candidate or to reject it without assigning and giving any reason there of.

1. The total amount of fee is to be paid the time of admission and examination fees to be deposited along with examination form.
2. Fees related with the examination of the Diploma, etc., as decided by the University shall have to be paid by the candidate as and when required.
3. All fees etc., should be sent by demand draft in favor of Registrar, of the University, Bhopal (M.P.)
 - a. Cost of application form and late fee for submission of form are non- refundable.
 - b. If application form is rejected by the University, tuition fee along with its late fee deposited by the candidate shall be refunded after deducting processing fees towards miscellaneous expenses.

C. Once the application form is accepted, any amount of fee shall not be refunded carried over for next year.

d. As regards refund of University examination fees, the rules shall be same as are applicable to other University examinations.

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

5. The candidate shall be granted admission according to rules However, the university

reserves the right to admit the application of the candidate or to reject it without assigning and giving any reason there of.

1. The total amount of fee is to be paid the time of admission and examination fees to be deposited along with examination form.
2. Fees related with the examination of the Diploma, etc., as decided by the University shall have to be paid by the candidate as and when required.
3. All fees etc., should be sent by demand draft in favor of Registrar, of the University, Bhopal (M.P.)
 - a. Cost of application form and late fee for submission of form are non- refundable.
 - b. If application form is rejected by the University, tuition fee along with its late fee deposited by the candidate shall be refunded after deducing processing fees towards miscellaneous expenses.
 - c. Once the application form is accepted, any amount of fee shall not be refunded carried over for next year.
 - d. As regards refund of University examination fees, the rules shall be same as are applicable to other University examinations.

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO.35**Five year Law Course**

**BA.L.L.B.,^{Hons} B.COM.LLB,^{Hons} B.SC.LLB,^{Hons} BALLB(Hons), BALLB,
B.COM.LLB, B.SC.LLB, BBALLB(PLAIN) (Semester System)**

This Ordinance shall be applicable to candidates admitted for Five year Law Course BA.L.L.B.(Hons)

General Rules:-

This Ordinance shall be applicable to candidates admitted for five year Law course BA.L.L.B (Hons) degree

1. The Degree of Bachelor of law B.A.L.L.B. (Hons) shall comprise a course of study spread over a period of five academic years
2. (a) Candidate seeking admission to the B.A.L.L.B.(Hons) degree must have passed an examination in 10+2 course of examination in any discipline of M.P. Board of Secondary Education or any equivalent Examination from recognised Board with 50% marks. However for SC&ST candidates/ disabled, the aggregate marks will be 45%. NRI can be admitted directly on the basis of overall academic records & preference will be given to SAARC and developing countries with securing minimum 50% marks in aggregate.
- (a) Duration of Course shall be of five Years spread to 10 Semester
3. Rules for promotion to the next semester and higher class of Five year degree course :-
 - (i) From odd semester to even semester :
A candidate shall who has appeared in the odd semester examination in any particular year shall be promoted to an even semester of the year, irrespective of failing in any number of theory paper and practical examination of that semester.
 - (ii) From even semester to odd semester :-

A candidate who has appeared in the even semester examination in any particular year shall not be promoted to next semester and higher class, if he carries a backlog of more than two papers.

4. The minimum passing marks of each paper (Theory and Practical) shall be 40 marks
and passing mark in aggregate (Theory and Practical) shall be 50%
5. The subjects and papers for each year of B.A.LL.B. (Hons) shall be prescribed by the
faculty of Law on the recommendation of the Board of study. Unless otherwise provided each paper will carry the written exam of 80 marks and internal assessment of 20 marks. The candidate will have to pass separately in written papers and internal assessment.
6. The minimum pass marks in each year examination shall be 50% in aggregate of all the
papers and 40% marks in each individual paper. Division to successful candidate for the B.A.LL.B. degree will be assigned from total marks obtained at the B.A.LL.B. First year, Second year, Third year, Fourth year and Final year examinations i.e. all ten semesters as under.
FIRST DIVISION WITH DISTINCTION : 75% more
FIRST DIVISION : 60% or above of the aggregate marks.
SECOND DIVISION : 50% or above of the aggregate marks.
7. Candidate appearing for B.A.LL.B. (Hons) examination shall have to answer the question in English or Hindi medium.
8. The rules are subject to change in accordance with the directives of Bar Council of India
and instructions issued by Department of Higher. Education, Govt. of M.P. from time to time shall be adopted and notified by the University
9. Regarding Attendance, merit list, condonation of deficiency etc will be as per Ordinance of University from time to time for this purpose.

10. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising,

and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO.36**Paramedical Course — E.C.G. Technician**

This ordinance shall be applicable to candidates appearing for paramedical course —E.C.G. Technician certificate..

1. Duration of Course - One year
2. No. of Seats- No of seats shall be 50 subject to approval competent authority
3. Admission
 - 3.1 Minimum qualification for admission to the course shall be the Higher Secondary School Certificate Examination (10+2) Scheme with Physics, Chemistry and Mathematics (also securing pass Marks in three subject Individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.
 - 3.2 For S.C/S.T/OBC Candidate, the seat will be reserved as per provision of M.P. Government form time to time. Other norms laid down by State Council of Paramedical courses shall also followed
4. Fees as per statute 26
5. Examination & Attendance:-

Examination & Attendance for Candidates of this Course will be as per Ordinance of this University there will be a final Examination for theory & practical
6. Course:-

The Course will include theory & Practical. The theory will be in applied Anatomy, Physiology & Biochem of cardiovascular system, electro cardiography, Anatomy or Heart, Physiology, Depolarization, Pathology, Pharmacology,

Clinical Cardiology etc.

6.1 List of Practical:-

- I. ECG Recoding pediatrics/ Adults patients
- II. Operation, Calibration and servicing of ECG III
Recording of Halter/ Stress ECG

IV Ambulatory B.P. Monitoring

6.2 Course Training Includes:-

- I. Months in O.P. Department
- II. Months in LCCU

Months in Non- Invasive Lab. Total Period of Training — one year

6.3 Magnetism/ Electro —Magnetism/Electromagnetic indication

6.4 Computer Science: a) Fundamentals:

6.5 Logic Diagram

6.6 Basic Languages

The theory will consist of 70% & Practical 30% of total marks.

7. Medium of Instruction:-

Medium of Instruction will be in English

8. Award of Certificate:-

Candidates have to score 33% passing mark in theory & Practical separately to qualify for Certificate. Candidate securing 75% marks will be graded as excellent, 60 to 75% very good, 45% to 60 good and 33 to 45% pass, below 33% marks will be treated as failed in certificate course

9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

- III. General Knowledge of Elementary Human Physiology I IV General
Knowledge of Elementary Human Physiologyll.
- V. Knowledge of dispatch of Biological materials to out stations
- VI. Knowledge of dispatch of post mortem materials to out stations and to
Chemical
Examiners.
- VII
General Knowledge of serology and Immune Bodies and their reaction.
- VIII Agglutination reaction and their applied laboratory importance to a technician .

IX. Precipitation and flocculation reaction and their applied laboratory importance to a technician

X. Complement fixation reaction and their applied importance in laboratory techniques

XI. Duties of a laboratories assistant in general

XII Position of a laboratory technician in relation to the institute where he is working XIII Relation and Duties and position of a technician to the institute.

The theory will consist of 70% & Practical 30% of total marks.

6. Fees as per statute 26

7. Medium of Instruction:-

Medium of Instruction will be in English

8. Award of Certificate:-

Candidates have to score 33% passing mark in theory & Practical separately to qualify for Certificate. Candidate securing 75% marks will be graded as excellent, 60 to 75% very good, 45% to 60 good and 33 to 45% below, 33% marks will be treated as failed in certificate course

9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO.-38**Paramedical course — X-ray Technician/Radiographers**

This Ordinance shall be applicable to candidates appearing for Paramedical course — X-ray Technician/Radiographers

1. Duration of Course - One year
2. No. of Seats
No of seats shall be 50 subject to approval competent authority
3. Admission
- 3.3 Minimum qualification for admission to the course shall be the Higher Secondary School Certificate Examination (10+2) Scheme with Physics, Chemistry and Mathematics (also securing pass Marks in three subject Individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.
- 3.4 For S.C/S.T/OBC Candidate, the seat will be reserved as per provision of M.P. Government form time to time. Other norms laid down by State Council of Paramedical courses shall also followed
4. Examination & Attendance:-
Examination & Attendance for Candidates of this Course will be as per Ordinance of this University there will be a final Examination for theory & practical
5. Course:-
 - (1) Physics
 - (2) Hospital practice and care of the patient
 - (3) Anatomy physiology and pathology (basic)
 - (4) Equipment of radio diagnostic radiography
 - (5) Radio graphic technique
 - (6) First Aid
 - (7) Radiation protection
 - (8) Photographic aspects of radiography
 - (9) X-ray materials
 - (10) Technical and processing faults
 - (11) Fluorescent screen photography
 - (12) Equipment for miniature radiography

- (13) Protection
- (14) Contrast media
- (15) Cardiac angiography
- (16) Respiratory system
- (17) Lungs
- (18) Diaphragmatic excursion
- (19) Genit-urinary system
- (20) Cystography
- (21) Obstetrics and Gynecology
- (22) Elementary system

The theory will consist of 70% & Practical 30% of total marks.

6. Fees as per statute 26

7. Medium of Instruction:-

Medium of Instruction will be in English

8. Award of Certificate:-

Candidates have to score 33% passing mark in theory & Practical separately to qualify for Certificate. Candidate securing 75% marks will be graded as excellent, 60 to 75% very good, 45% to 60 good and 33 to 45% below, 33% marks will be treated as failed in certificate course

9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools.

The decision of the Vice-Chancellor shall be final.

ORDINANCE NO.- 39**Two Year Diploma In Primary Education (DPE) /Diploma In Elementary Education (D.E.Ed.)**

This ordinance shall be applicable to candidates for two years diploma in primary education (DPE/D.E.Ed.)

(1) Duration

The duration of the programme shall be of two academic sessions / years. The commencement and completion of the programme shall be so regulated that two long spells of vacation (summer /winter /staggered) are available to the learners for guided / supervised instruction and face to face contact sessions.

(2) Qualification

Candidates seeking admission to these course must have passed.

- a. Matric (Xth) / Senior Secondary (Class XII) or equivalent examination passed.
- b. Two years teaching experience in a Government/ Government recognized private primary / elementary school.

(3) Admission procedure

Admission under these Course will be made as follows:

- (a) The University will issue admission notification in news papers, on the University's website, notice Board of the University and in order publicity media before the start of every cycle.
- (b) list of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice Board of the University/ University's website/or the student will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however must produce the previous year mark sheet/school/college certificates as a proof of required eligibility criteria. The candidates so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission the provisional admission granted to him will be cancelled.
- (e) the application from may be rejected due to any of the following reasons:-
 - The candidates does not fulfill the eligibility conditions

- The prescribed fees is not enclosed
 - The application form is not signed by the candidate and his/her parent guardian, wherever required
 - Supporting documents for admission are not enclosed.
- (l) Enrollment/ Registration number will be assigned to the student by the University after verification & submission of all the necessary document /fees.
- (g) Admission rules as framed by the University shall be applicable for all admission from time to time. Other norms laid down by State Council of Paramedical courses shall also followed
- (4) **Academic Year**
There will be two academic cycles every years, one from July to June and second from January to December.
- (5) **intake & Fees**
The intake and fees for each of these course shall be decided by the Board of Management of the University from time to time.
- (6) **Course Structure**
- 6.1 The Diploma in Primary Education (DPE) course shall consist of :
- (a) Such course (papers) as prescribed by the University
 - (b) Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - (c) Such scheme of examination as presided, by the University from time to time.
- 6.2 The course curriculum of the course shall be approved by the concerned Board of Studies and the Academic Council of the University.
- (7) **Medium of Instruction And EXamination**
The medium of Instruction and examination shall be either Hindi or English
- (8) **Examination Scheme As**
per Ordinance No. 5
- (9) **Promotion to Next Year & Failed Candidate**
A candidate may provisionally continue his/her studies in second year after the examination of the first year in which he/she appeared is over.
If a candidate fails in not more than one paper in the first examination but clears all the remaining papers of that examination. He/she will be allowed to be appear in the

supplementary examination, which shall be conducted keep the term ("ATKT) and promoted to the next year. Candidates shall be conducted within 45 days of the declaration of the result. After clear that paper the student is allowed to promote in the second year.

Provided further, that if a candidate fails in more than one paper in first year examination, he/she may be allowed to appear as an ex-student in the next examination of the same year.

A candidates will be awarded degree only in the year when he/she clear all the apapers of both the year.

(10) Merit List

As per Ordinance No. S

(11) Maximum Duration of Completion of Course

A Candidates has to complete the entire course of Diplome in Primary Education (DPE) within a maximum period of four year from the session of first admission.

(12) Examination center

University examination centers will be notified by the University.

(13) General

In matters of admission, attendance, examination and in all other matters not provided in this Ordinance, the course"shall be governed by the provision of the relevant ordinance of the same in the University so far as they are not inconsistent with the provision of this ordinance.

(14) Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising,

and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO. 40**Diploma And Certificate Course in Various Vocational Trades and Skills**

- (1) Preamble University shall impart Various Course in Vocational Traders & Skill Development for gainful employment generation to rural youth. The course will lead for the award of Diploma and Certificates. The candidates will be given quality technology knowledge and practical training in different courses. The Diploma and Certificate with sound knowledge shall develop a candidate as a profitable entrepreneur
- (a) Course & Faculty This ordinance shall be applicable to the Diploma and Certificate courses in various Vocational trades and skills. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council list of courses are as per Ordinance No. 1.
- (2) Duration The Duration for the of course will vary from courses to course from 3 months to 12 months
- (a) Intake & fees The intake and fees for each of these course shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.
- (b) The basic unit if intake in a course will be 60 seats. Multiple of this unit can also be set up
- (c) The fees as per statute 26
- (3) Qualification The Qualification of candidates for different course will be as per ordinance No.1
- (s) Admission Procedure Admission under these Course will be made as follows:
- (a) The University will issue admission notification in news papers, the University's website, notice Board of the University and publicity in media before the start of every cycle.
- (b) list of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice Board of the University/ University website/or the student will be

informed directly of their admission.

- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however must produce the previous year mark sheet/school/college certificates as a proof of required eligibility criteria. The candidates so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission the provisional admission granted to him will be cancelled.

(e) the application from may be rejected due to any of the following reasons:-

- The candidates does not fulfill the eligibility conditions
- The prescribed fees is not enclosed
- The application from is not signed by the candidate and his/her parent guardian, where required
- Supporting documents for admission are not enclosed.

- (d) Enrollment/ Registration number will be assigned to the student by the University after verification & submission of all the necessary document Admission rules as framed by the University shall be applicable for all admission from time to time.

(7) Course Structure

The diploma & certificate courses in various vocational trades and skills shall consist of :

- (a) Such course (paper) as prescribed by the University
- (b) Such job internship , lab work, practical, in-plant training, project etc. as may be prescribed by the University and
- (c) Such scheme of Examination as prescribed by the Board of Management of University from time to time.
- (d) The Course curriculum of each course shall be based on recommendation of the academic council of the University. The Academic council of the University on the Recommendation of the concerned Board of Studies may change number of paper and / or marking scheme of the course after the due approval of Vice Chancellor

(e) If required in a programme a student shall be required to submit a project report based on the areas of his/ her specialization. The project report certified by the concerned organization and the concerns coordinator / teacher shall be submitted in one copy to the registrar of the University for evaluation.

(8) **Medium of Instruction and Examination** The medium of instruction and examination shall be either Hindi and English

(9) **Examination Scheme**

(a) Each Student shall have to appear in the examination of theory/ practical and continuous internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

- 30 percent marks of each paper will be earmarked of internal assessment (for each semester, there will be two separate evaluations of 15 marks each.)
- Main examination will carry 70 percent marks.
- For passing the examination the candidate that be required to secure at least 36% marks in University examination separately in the term- end theory, practical and Internal Assessment in each on the prescribed paper and aggregate of 40% in the subject, practical are also to be cleared separately with 40% marks wherever applicable.
- There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 50%

(d) Each certificate program shall have One theory and one practical paper. The Diploma course may have than one theory / practical papers that are decided by the concerned Board of Studies for each course.

(11) **Allocation of Division**

The Division shall be awarded on the basis of Marks obtained in

Internal Assessment and University examination (Theory and Practical Both) taken together. 60% or above First Division 48% or above but less than 60% Second Division Above 40% but less than 48% Third Division

- (12) Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO.41**Bachelor Of Science (Optometry) B.Sc (Optometry)****1. Eligibility for Admission**

- a) Passed 10+2 examinations of M.P. Board or any equivalent examination of recognized Board in Science Stream
- b) Candidates who have passed diploma in optometry can be admitted to final y B.Sc. (optometry) as a lateral entry

2. Duration of the course

This course shall be for a period of 4 years including 1 year internship. Examinations shall conducted at the end of each year for the respective subjects

3. Fees shall be as per Statute No 26 of the University**4. Number of Seats**

As per availed infrastructure at University the number of seat will be 100 subject to approval of competent authority. The admission of Candidates shall be as per the decision of Board of Management (Merit or Entrance and Aptitude Test.)

5. Course of Study and Scheme of

Examination The year wise courses are as under

FIRST YEAR

Paper No	Subject	Credits	Marks	
			Internal	External
1	Language I	4	40	60
2	Language II	4	40	60
3	Physical Optics	4	40	60
4	Geometric Optics	4	40	60
5	General Anatomy & Ocular Anatomy	4	40	60
	General Physiology & Ocular Physiology	4	40	60

7	General Biochemistry & Ocular Bio- Chemistry	4	40	60
8	Physiology & Nutrition	4	40	60
9	Practical Physical Optics (Practical & Viva)	6	60	90
10	Practical - Geometric Optics (Practical & Viva)	6	60	90
11	Computer programming (Practical)	6	60	90

SECOND YEAR

Paper No.	Subjects	Credits	Marks	
			Internal	External
1	Optometric Optics	4	40	60
2	Visual Optics	4	40	60
3	Optometric instruments & Clinical examinations of Visual system	4	40	60
4	General Pharmacology & Ocular Pharmacology	4	40	60
5	Microbiology & Pathology	4	40	60
6	Statistics & Occupational Optometry	4	40	60
7	Practical - Optometric Optics (Practical & Viva)	6	60	90
8	Practical - Visual Optics (Practical & Viva)	6	60	90
9	Clinical Work — Theory and Clinical	6	60	90

THIRD YEAR

Paper No	Subjects	Credits	Marks	
			Internal	External
	Squint & Binocular Vision	4	40	60
2	Contact Lens	4	40	60
3	Ocular diseases	4	40	60
4	Low vision aids	4	40	60
5	Geriatric Optometry & Pediatric Optometry	4	40	60
6	Project	6	60	90
7	Practical — Squint (Practical & Viva)	6	60	90
8	Practical -Contact lens (Practical & Viva)	6	60	90
9	Practical - Ocular diseases (Practical & Viva)	6	60	90
10	Clinics	6	60	90

6. Medium of instruction and examinations

The medium of instruction and examination shall be in English.

7. Internship

The candidates after 3 years in optometry course will have to do one year internship training.

The candidate shall undergo hospital inpatient and outpatient care training continuously the one year. After the internship the examination shall be conducted as decided by Board of studies for Practical Training

The Eye Hospital must have the

following facilities: Optometry

Clinics

Ophthalmol

ogy Clinics

Optical

Services

Community Outreach programme

8. Attendance

As per Ordinance 11 clause 6

9. Passing minimum

- A candidate should secure a minimum of 50 % in the practical and theory separately to pass the examination. A candidate failing in any one subject will have to reappear for that particular subject only in the supplementary examinations.
- A candidate should secure 50 % marks in the internals also.

10. Classification of successful candidate

- a) All candidates securing not less than 75 % of the aggregate marks shall be declared to have passed in **FIRST CLASS WITH DISTINCTION** provided they have passed the examination in every subject without failure at anytime during the course of the study.
- b) All candidates securing not less than 60 % of the aggregate marks shall be declared to have passed in **FIRST CLASS** provided they have passed the examination in every subject.
- c) Other successful candidates shall be declared to have passed the examination in **SECOND CLASS**.

11. Conferment of the degree

A candidate who has passed all the examinations as prescribed shall be eligible to receive the "Bachelor of Science (Optometry)" from the University.

12. Ranking

Candidates who have passed in all the examinations in the very first attempt and secured the first five positions in aggregate will be awarded the first five University ranks.

13. Institutional requirement for the conduct of the course

The course shall be conducted in a medical institution with full facilities in all major divisions like OP, IP, and Laboratories. OT and

with all basic departments of a hospital like medicine; surgery etc., there must be a coordinator for the course. He / She must be one of the full time medical staff of the hospital.

14. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice- Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice- Chancellor shall be final.

ORDINANCE NO. 42**Optometry (Diploma)**

1. Eligibility for Admission
 - a) Passed 10th of M.P. Board or any equivalent examination of recognized Board in Science Stream
2. Duration

The duration of course shall be two years and examination will held yearly
3. Fees as per Statute 26 of the University
4. No. of seats

As per availed infrastructure at University the number of seat will be 50 subject to approval of competent authority
5. Course of study

The course study shall be as per decision of Board of Management on the recommendation of Board of studies. The courses shall be in the conformity of competent authority of State/Govt. of India
6. Examination

As per Ordinance No. 5 of the University
7. Practical Training

The Eye Hospital must have the following facilities :
Optometry Clinics Ophthalmology Clinics ' Optical Services
Community Outreach programme
8. Attendance

As per Ordinance No. 11 clause 6
9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO 43**ST GRADUATE DIPLOMA IN OPTOMETRY****1. Eligibility:-**

Candidate must have passed B.Sc (Optometry) from the University or any other established Institutions in India or its equivalent from abroad.

2. Duration of course: - 2 years

The program provides advanced training in clinical and theoretical aspects of optometry, which opportunities to specialize in fields such as contact lens , pediatric Optometry and low Vision Aids

3. Fees as per Statute 26 of the University**4. No. of seats**

As per available infrastructure at University the number of seat will be 30, subject to approval of competent authority

5. Course of study

The courses shall be in the conformity of competent authority of State/Govt. of India .The course study shall be as per decision of Board of Management on the recommendation of Board of studies are as follows :-

Research Project -12 units (Compulsory)

Advance Contact lens studies and Ocular Prosthesis — 6 Units Ocular disease — 6 Units

Low Vision Aids — 6 Units

Advanced Clinical Optometry practice — 6 Units Vision Therapy — 6 Units

Human Visual development — 6 Units (Pediatric Optometry) Ocular Photography — 6 Units

6. Attendance

As per Ordinance No. 11 clause 6

7. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor


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may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO. 44
BBA- MBA (Integrated) Five Years Programme

1. **Eligibility:** 10+2 in any stream with at least 50% marks. Relaxation to SC, ST, OBC and other category up to 5% marks
2. **Duration of the Course :** Five Years spread to 10 semester
3. **Admission Procedure :** the admission shall be on merit or test conducted by the University
4. **Fees Structure :** As per statute 26 of the University
5. **Examination :** As per Ordinance No. 5 of the University
6. **Eligibility for Degree:**
 - (a) After successfully completing three years (six semester) the candidate will be eligible for a BBA degree only and after successfully completing four years a candidate will be eligible for a BBA (Honors) degree only. After successful completion of five years (ten semester) the candidate will be eligible for MBA degree.
Only those successful students will get BBA or BBA (Honors) degree who leave the programme after three or four years respectively.
 - (b) Specialization will be offered in the areas such as Finance, Marketing, HR, IT, Operations, Production, Banking, Wealth Management, Insurance, Retail, Family Business, Actuarial Sciences. Other specializations according to the need of the market and the academia can also be offered. The Institute reserves the right not to offer any particular specialization.
7. **Course of Study**

The course study shall be as per decision of Board of Management on the recommendation of Board of studies
8. **Attendance**

As per Ordinance 11 clause 6

9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/ advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO. 45**MASTER OF SCIENCE IN NURSING (M.Sc.)****2 Years Post Graduate Course****1.0 AIM AND OBJECTIVES****1.1 AIM**

The aim of the postgraduate program in nursing is to prepare to assume responsibilities as nurse

Specialists, consultants, educators, administrators in a wide variety of professional settings

1.2 OBJECTIVES

On completion of the two year M.Sc. Nursing programme, that will be able to:

- 1.2.1 Utilize/apply the concepts, theories and principles of nursing science.
- 1.2.2 Demonstrate advance competence in practice of nursing.
Practice as a nurse specialist.
- 1.2.3 Practical as a Nurse specialist.
- 1.2.4 Demonstrate leadership qualities and function effectively as nurse educator and manager.
- 1.2.5 Demonstrate skill in conducting nursing research, interpreting and utilizing the findings from health related research
- 1.2.6 Demonstrate the ability to plan and effect change in nursing practice and in the health care delivery system.
- 1.2.7 Establish collaborative relationship with members of other disciplines.
- 1.2.8 Demonstrate interest in continued learning for personal and professional advancement.

2.0 COURSE STRUCTURE

The post graduate degree in nursing two year course herein after designated as M. Sc. (Nursing).

- 2.1 The duration of M.Sc. (N) Course shall extend over a period of two years

consisting named below:

- i. M.Sc. (N) 1st Year
- ii. M.Sc. (N) IInd Year

3.0 ACADEMIC QUALIFICATION FOR ADMISSION

- 3.1 The candidate should be a Registered Nurse and Registered Midwife or equivalent with any State Nursing Registration Council.
- 3.2 The minimum education requirements shall be the passing of B. Sc. Nursing I B.Sc. Hons. Nursing I Post Basic B.Sc. Nursing with minimum of 55% aggregate marks.
- 3.3 The candidate should have undergone in B.Sc. Nursing / B.Sc. Hons. Nursing / Post Basic B.Sc. Nursing in an institution which is recognized by Indian Nursing Council.
- 3.4 Minimum one year of work experience after Basic B.Sc. Nursing.
- 3.5 Minimum one year of work experience prior or after Post Basic B.Sc. Nursing.
- 3.6 Candidate shall be medically fit.
- 3.7 5% relaxation of marks for SC/ST/Other category candidates may be given

4.0 CRITERIA FOR SELECTION

4.1 Entrance/selection test

Selection of the candidates should be based on the merit of the entrance examination or qualifying examination held by University or competent authority.

5.0 COURSE DURATION

- 5.1 The complete duration of M.Sc. (N) course shall be two years.
- 5.2 The duration of each academic year of M.Sc. (N) I & II years shall be not less than 10 month.
- 5.3 The maximum period to complete the course successfully should not exceed 4 years from the date of admission.

6.0 COURSE COMMENCEMENT

6.1 The commencement of 1st year M.Sc. (N) shall start during the period of July /August of every year.

6.2 Vacation shall be granted maximum four weeks duration between 2 academic years.

6.3 The subject to be studied in different academic year of M.Sc. (N) shall be as per scheme given as in Subsequent sequence. .

7.0 EXAMINATION

7.1 The medium of instruction and examination shall be English throughout the course of the study.

7.2 SCHEME OF EXAMINATION

First Year

Subjects	Theory		Practical		
	Hours	Internal	External Hours		Internal
			External	Internal	
Nursing Education	3	25	75	50	50
Advance Nursing	3	25	75		
Nursing Research and	3		25 ^(7.4.3)	75	
Clinical Speciality - 1	3	25	75	100	100
Total		100	300	150	150

Second Year

Subjects	Theory		Practical		
	Hours	Internal	External Hours		Internal
			External	Internal	

	External	Hours	Internal	External
Nursing Management	3	25	75	
Dissertation & Viva				100 100
Clinical Speciality -II	3		25	100 100
Total		50	100	200 200

7.3 University Examination

7.3.1 Minimum pass marks shall be 50 % in each of the Theory and practical papers separately.

7.3.2 A candidate has to pass in theory and practical exam separately in each of the paper.

7.3.3 The University assessment marks for the theory subjects shall be out of 75 marks.

7.3.4 The University assessment marks for the theory subjects of Nursing Research and Statistics shall be given out of 75, consisting of Nursing Research 50 and Statistics 25 Marks.

7.3.5 The Practical examination marks for the University assessment shall be out of 100 marks except Nursing Education shall be out 50 Marks.

7.3.6 Candidate who fails in any subject shall be permitted to continue the studies into the second year.

7.3.7 The candidate shall not be allowed to appear for the Second year examination till such time that he /she passes all subjects of the first year M. Sc Nursing examination.

7.3.8 A candidate failing in more than two subjects will not be promoted to the IInd year.

7.3.9 Maximum no. of attempts per subject is three (3) inclusive of first attempt.

7.3.10 The practical examination should be done for 4 hours of practical examination per student.

7.3.11 Maximum number of students should not exceed more than 10 students per day per speciality.

7.3.12 The examination should be held in clinical area only for clinical specialties.

7.3.13 Maximum number of candidates for all practical examination should not exceed 10 per day.

7.3.14 The dissertation examination should be minimum 30 minutes Viva—voce per student.

7.4 Internal Examination

7.4.1 The internal assessment of the students is based on

Techniques	Weight age
• Two test	50
• Assignment	25
• Seminar / presentation	25

7.4.2 The internal assessment marks for the theory subjects shall be out of 25 marks.

7.4.3 The internal assessment marks for the theory subjects of Nursing Research and Statistics shall be given out of 25, consisting of Nursing Research 15 and Statistics 10 Marks.

7.4.4 The Practical examination marks for the internal assessment shall be out of 100 marks except Nursing Education shall be out of 50 Marks.

7.4.5 The internal assessment marks for the practical subjects shall be awarded on the basis of evaluation of performance of the student in the specific area / field.

7.5 Supplementary Examination

7.5.1 If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (Theory and practical).

7.5.2 There will be only one mid-session Supplementary Examination held by the University ordinarily held in the month of September I October. There will be another Supplementary Examination at the time of Annual main examination.

7.5.3 Non appearance at an examination on grounds of sickness or otherwise will be treated as one of the three attempts'

7.6 Guidelines for Dissertation

7.6.1 Tentative Schedule for dissertation shall be as follows

7.6.1.1 Submission of the research proposal: End of 9th month of 1st year.

7.6.1.2 Submission of dissertation - Final: 'End of 9th month of 2nd Year.

7.6.2 Quali□cation of Research Guide

7.6.2.1 Main guide: Nursing faculty / nursing-expert in the same clinical speciality holding Ph.D. I M. Phil or M. Sc. Nursing with a minimum of 3 years experience in teaching in the Post Graduate Programme in Nursing.

7.6.2.2 Co-Guide: A Co-Guide is a nursing faculty/expert in the field of study (may be from outside the college but should be within the city.)

7.6.2.3 Guide: Students Ratio: Maximum of 1:4 (including as co—guide)

7.6.3 There should be a research committee comprising of minimum 5 members chaired by the Principal, College of Nursing.

7.6.4 The research topics shall be approved by institutional research committee.

7.6.5 Administrative approval and ethical clearance should be obtained.

8.0 CRITERIA FOR PASSING.

8.1 Minimum pass marks shall be 50 % in each of the Theory and practical papers separately.

8.2 A candidate has to pass in theory and practical exam separately in each of the paper.

8.3 If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (Theory and practical).

9.0 DIVISION & MERIT

9.1 For declaring the rank aggregate of 2 years marks to be considered.

9.2 Classification of results

i.	Distinction	75% and above
ii.	First Division	60%— below 75%
iii.	Second Division	50% — below 60 %
iv.	50% pass in each of the theory and practical separately.	

10.0 ATTENDANCE

10.1 A candidate must have minimum of 80% attendance (irrespective of the kind of absence) in theory and practical in each subject for appearing for examination.

10.2 A candidate must have 100% attendance in each of the practical area before award of degree.

11.0 APPOINTMENT OF EXAMINERS

- 11.1 Question paper setter / moderator / head evaluator / Examiner shall have minimum years experience after M. Sc Nursing working in any nursing. Institute conducting nursing courses can be appointed.
- 11.2 Practical examiner One internal and one external examiner (outside the University) should jointly conduct practical examination for each student.
- 11.3 Evaluation of the Dissertation
- 11.3.1 Evaluation of the dissertation should be done by the examiner prior to viva.
- 11.3.2 One internal and one external examiner (outside the University) should evaluate dissertation and jointly conduct viva-voce for each student.
- 11.3.3 For Dissertation Internal examiner should be the guide and external examiner should be Nursing faculty / nursing expert in the same clinical specialty holding Ph.D. /M. Phil or M.Sc. Nursing with a minimum of 3 years experience in guiding the research projects for Post Graduate students of Nursing.

12 EVALUATION / RE-TOTALING

- 12.1 Revaluation and re-totaling of marks is permitted for theory papers only. The University, on application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks and/ or revaluation for the subject(s) applied.
- 12.2 The result after revaluation/re-totaling shall be declared as per prevailing revaluation/re-totaling rules and regulation of the PK University.

13.0 CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of Institution, if;

- 13.1 Candidate is not found qualified as per INC/State Government norms and guidelines or the eligibility criteria prescribed by the University.

OR

- 13.2 Candidate is not able to complete the course within the stipulated time as prescribed in 5.3

O.

13.3 Candidate is found involved in serious breach of discipline in the institution or in the University campus.

14.0 SCHEME OF STUDIES

14.1 Annual schedule of studies

i. Available	-	52 weeks
ii. Vacation	-	4 weeks:
iii. Examination	-	2 weeks
iv. Gazetted holidays	-	3 weeks
v. Total weeks available	-	43 weeks
vi. 40 hours per week	-	1720 hours
vii. Total hours for 2 years	-	3440 hours

14.2 The subject to study in different academic year of M.Sc. (N) shall be as per the scheme given in subsequent sections

Distribution of Hours FIRST YEAR

Paper No.	Subject	Theory	Practical
1.	Nursing Education	150	150
2.	Advance Nursing Practice	150	200
3.	Nursing Research and Statistics	150	100
4.	* Clinical Specialty -1	150	650
Total			600
1100			

SECOND YEAR

No.	Subject	Theory
5.	Nursing Management	150
6.	Nursing	Research (Dissertation)
300		
7.	* Clinical Speciality- II	150
950		
Total		300
1400		

* Clinical Speciality - Medical Surgical Nursing (Cardio Vascular & Thoracic Nursing, Critical Care Nursing, Oncology Nursing, Neurosciences Nursing,

**Nephro-Urology Nursing, Orthopedic Nursing, Gastro - Enterology Nursing),
Obstetric & Gynecological Nursing, Child Health Nursing (Paediatric), Mental
Health Nursing (Psychiatric), Community Health Nursing**

Note:-Educational visit 2 weeks.'

**15. The Reservation to SC/ST/Other category candidates shall be applicable as
per the norms of the State Government of Madhya Pradesh.**

ORDINANCE NO. 46**GENERAL NURSING AND MIDWIFERY(GNM)PROGRAMME****1. Admission to the Course:**

Admission to the GNM course shall be made in accordance to the Norms of Indian Nursing Council.

2. Admission Schedule and Receipt of Fees:

The admission schedule including last date for the receipt of admission forms and fees shall be fixed by the Vice-Chancellor from time to time.

3. Eligibility for Admission:

The eligibility criteria for admission shall be as under:

i. Minimum and Maximum age for admission will be 17 and 35 years. There is no age bar for

ANM/LHV.

ii. Minimum education:

- a. 10+2 class passed preferably Science (PCB) & English with aggregate of 40% marks
- b. 10+2 in Arts (Mathematics, Biotechnology, Economics, Political Science, History, Geography, Business Studies, Accountancy, Home Science, Sociology, Psychology, Philosophy) and English Elective or Health care Science- Vocational stream ONLY, passing out from recognized Board under AISSCE/CBSE/ICSE/SSCE/HSCE or other equivalent Board.
- c. 10+2 vocational ANM under CBSE Board of other equivalent board from the school and recognized by Indian Nursing Council.
- d. Registered as ANM with State Nursing Registration Council.

iii. Student shall be medically fit.

iv. Students qualified in 10+2 Arts or Science examination, or Health care Science- Vocational stream ONLY conducted by National Institute of Open School.

v. Student shall be admitted once in a year.

4. Criteria for Selection

4.1 The candidate who fulfill the aforesaid academic qualification for admission.

4.2 Admission shall be based on merit of qualifying examination.

4.3 Candidate shall be medically .

4.4 There shall be no upper age limit-for admission for trained Registered nurses.

5. Duration of the Course:

i. The duration of the course shall be three and half years with Internship.

ii. Maximum period to complete the course successfully should not exceed years from the date of admission.

6. Course Commencement

6.1 The commencement of first year GNM shall start during the period of July/August of every year.

6.2 Vacation shall be granted to the student as per Indian Nursing Council guideline.

6.3 The subject to be studied in different academic year of GNM shall be as per scheme given as in subsequent section.

7. Syllabus:

Syllabus of the course of GNM will be as per guidelines of Indian Nursing Council and as approved by the Board of Studies/Academic Council.

8. Clinical Postings:

Clinical postings will be according to master rotation plan in different clinical areas of hospital & community.

9. Examinations:

The examinations shall be held as per Scheme of Examinations as approved by the Board of Studies/Academic Council of the University.

The medium of instruction and examination shall be English throughout the course of study.

9.1 There shall be one annual University Examination at the end of each academic year in the month of May/June.

9.2 The external Examination for practical subject shall be as per the scheme of Examination

9.3 A minimum of 50% marks in theory and practical is required to clear the Examination.

9.4 A Candidate has to secure minimum of 33% in English (qualify examination). The obtained marks shall be not be added in grand total.

9.5 Maximum number of students for practical examination should not exceed beyond 15-20 per day.

9.6 All practical examinations must be held in the respective clinical areas.

9.7 The duration of theory examinations shall be Three hours.

9.8 If a candidate fails in any number of subjects in main examination, he/she will be considered as supplementary candidate in subsequent examination.

9.2 Supplementary Examination:

9.2.1 There will be only one mid-session Supplementary Examination by the University generally held in the month of September / October of each year. However those who clear the supplementary exam will appear in the main exam.

9.3 Internal Examination

9.3.1 The assessment of academic growth of the students shall be done continuously and on day to day basis.

9.3.2 Internal assessment marks shall be on the basis of two term examination and one pre-university examination, class tests, theory and practical assignment and clinical performance.

9.3.3 The internal assessment marks for the theory subjects shall be out of 25 marks.

9.3.4 The internal assessment marks for the practical shall be out of 50 marks.

9.3.5 A candidate has to secure minimum of 50% marks in internal examination for qualifying/appearing in the external examination.

9.3.6 In case a candidate fails in any subjects there shall be provision of improvement in internal assessment marks and those marks will be considered in subsequent examinations.

10. Criteria for passing

10.1 A Candidate has to pass in theory and practical exam separately in each subject.

10.2 Minimum passing marks shall be 50% in each of the theory (i.e. internal assessment and university examination taken together) and practical (i.e. internal assessment and university examination taken together) papers separately.

10.3 A candidate has to secure minimum of 33% in qualifying subject (English) for passing.

10.4 If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (Theory and Practical).

10.5 A Candidate failing in any number of subjects will be promoted to the next year but the duration of completion shall not exceed then 6 years. '

10.6 Grace marks up to a maximum of 5 marks may be awarded to students who have fail in two

Subjects but passed in all other subjects.

11. Division & Merit

- Distinction. - 75% and above in any subject (First attempt only)
- First Division — 60% and above in the aggregate of marks of all main subject.
- Second Division - 50% and above but less than 60% in the aggregate of Marks - -- of all main subjects.
- Pass- Shall be awarded to the candidate passing with Supplementary - or more than one attempt

12. Setting of Question Papers:

The examiner(s) will set the question papers as per criteria laid down in the Scheme of Examinations as approved by the Board of Studies/Academic Council of the University.

13. Eligibility to Appear in the Examinations:

The following regular students shall be eligible to appear in the examination:

- i. The student should bear a good moral character.
- ii. The student must have minimum of 80% attendance (irrespective of the kind of absence) in theory and practical of the each subject for appearing in the examination.
- iii. . The student must have 100% attendance in each of the practical areas before award of Diploma in GNM.
- iv. The student must secure at least 50% marks of the total marks fixed for internal assessment in

Each subject, separately.

14. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

ORDINANCE NO. 47**Ordinance of BHMCT (Bachelor of Hotel Management & Catering Technology)**

- 1.0 Aims and Objectives and Framework of the curriculum of BHMCT programs are as follows :-**
1. The basis objective of the BHMCT programme is to provide to the hospitality industry a steady stream of competent young men and women with the necessary knowledge, skills, values and attitudes to occupy key operational positions.
 2. The course structure of the given BHMCT programme is designed keeping in view the basic objective stated above. Consequently certain essential features of such model programme structures would be
 - a. To impart to the students latest and relevant knowledge from the field of Hotel management theory and practice.
 - b. To provide opportunities to the students. Within and outside the institutions, for developing necessary operating skills relating to the Hostel Industry.
 - c. To develop the right kind of values and attitudes to function effectively in the hospitality trade.
 3. The following considerations have been taken into account:
 - a. The knowledge inputs and opportunities for skill development have been offered in an evenly distributed and logically sequenced manner.
 - b. The design is simple and logical.
 - c. There is major focus of attention on specialization in the final year.
 4. The relative importance of skills development and attitudinal orientation in management education suggests that an Institution offering BHMCT programme should have some freedom on course development in choosing methods of instruction, and internal assessment within a broad framework of objectives and curriculum structure.
 5. It is suggested that a full time four-year programme in Hotel management may have 8 semesters.
- 2.0 Name of statutory/Regulatory body :- AICTE/UGC/Directorate of technical education MP/MP University regulatory Commission.**
- 3.0 Duration of the courses :- Four year (4)**
- 3.1 Duration of the courses leading to the Degree of Bachelor of Hotel Management & catering technology (BHMCT) shall be four academic years, spread over eight semesters i.e. two semesters in each academic year : July to December & January to June, respectively.**
- 3.2 Maximum duration to complete the course shall be 8 Years.**
- 4.0 Eligibility for admission:- 10+2 or equivalent qualification, pass with at least 45% of marks; relaxation for SC/ST/OBC candidate as per policy of Govt. of M.P.**
- 5.0 Intake :- The intake of BHMCT programme shall be decided by the Board of Management of the University from time to time subject to approval of the MP regulatory commission.**
- 6.0 Admission processes :-**
- 6.1 Admission to BHMCT course shall be based on merit of the qualifying examination or a common entrance test conducted by the university.**

- 6.2** Counseling: list of candidates shall be displayed on the Notice board of the university/College, along with time, date and place of counseling.
- 6.3** If any eventually, if entrance test is not conducted for some reasons, the admissions shall be on the basis of the performance of the candidates in their qualifying examination (i.e. marks obtained in 10+2 or equivalent) examination.
- 7.0** **Cancellation of Admission:**
In case of producing false documents and nonpayment of the fees, misbehavior the admission will be cancelled.
- 8.0** **Fees:** The fees of the course shall be decided shall be decided by Board of management of University. The University time to time subject to the approval of the regulatory authority/regulatory commission.
- 9.0** **Regulations relating to assessment of Academic growth of student:**
The assessment academic growth of student shall be done on the basis of two sessionals (conducted during the semester) and one semester/University examination (conducted at the end of Semester). The medium of instructions and examinations shall be English throughout the course of study.
- 9.1** **Sessionals/Internal Assessment:-**
- 9.1.1** Two sessionals shall be conducted for each theory subject, In every semester, 30 marks shall be assigned for internal assessment/sessional examination, in each theory subject/paper. The subject teacher shall conduct two sessional examinations of 15 marks each, on a date noticed at least one week in advance. The Institute shall have to preserve the records of internal assessment at Least six months from date of the commencement of the concerned semester examination.
- 9.1.2** **Practical:-** Marks shall be awarded on the basis of the assigned practical performed by the students for the respective subjects conducted in the laboratory, result of the practical assignment, day to day completion of the records, Presentation, Case study, attendance and viva voce.
- 9.2** **Semester Examination/University Examination**
- 9.2.1** There shall be one semester examination (theory and practical) at the end of each semester.
- 9.2.2** The semester theory examinations in each subject shall consists of one paper of three hours duration.
- 9.2.3** The question paper shall cover as broad area/units of the content of the course. The pattern of the question paper shall be decided by the academic head of the Institute.
- 9.2.4** The semester practical examination in each subject shall consist of One paper and shall contain 3 exercises as below:-
(i) Practical Assignment and Demonstration
(ii) Journal
(iii) Viva Voce
- 9.2.5** All ATKT examinations will be held for reappear/failed candidates along with regular semester examinations.
- 9.3** **Appointment of Examiners / Question paper setters**
The appointment of examiner for semester practical examination shall be based on following rules.
- 9.3.1** **Practical Examiner:** Professor, Associate professor and Assistant Professor (with teaching experience of not less than 3 years) working in Hotel Management Institute, Not affiliated with Mansarovar Global University or working in a Managerial position of reputed Hotel can be appointed as Practical examiner.

9.3.2 Question paper Setter/Moderator/Head evaluator: Professor, Associate professor and Assistant Professor (with teaching experience of not less than 3 years) working in any Hotel management institute can be appointed as question paper setter/Moderator/Head Evaluator for semester theory examinations.

9.4 Criteria for passing:-

In each subject/head (theory and Practical)

9.4.1 Minimum 40% marks in sessional & semester examinations taken together.

9.4.2 Each theory paper and Practical will be treated as separate subject/head for passing.

9.4.3 No candidate will be awarded BHMCT unless he/she have passed all the 8th semester examinations.

9.4.4 The candidate will be allowed to carry maximum backlog of six (6) subjects from any one or more semesters, However admission to fifth (5th) semester would be based on the student passing all the subjects in the First (1st) and second (2nd) semester and admission to the seventh (7th) semester would be based on the subject passing all the subjected in the third (3rd) and fourth (4th) semester.

9.4.5 Elective Specifications

Under semester VII candidates shall be Choose Elective subject I or Elective subject II as a specialized course as per the interest and choice of the candidate. The candidate shall inform the Head of the institute / Academic Coordinator in written application about the Choice of the elective subject(s).

9.5 Professional Training:

9.5.1 A candidate shall have to undergo Industrial training in Hotel/hospitality organization after the examination of the 5th semester for a period of a least sixteen (16) weeks. The report of the Industrial Training shall be submitted by the candidate in triplicate, duly certified by the host organization.

9.5.2 The viva voce examination based on the professional/industrial training shall be carried out by Board of Examiners consisting of:

- a) The head/Principal of the institute
- b) The External examiner
- c) The Internal Examiner

The marks shall be awarded by the Board of Members.

9.6. Condonation of Deficiency in Marks.

With a view to moderate hard line cases in the examination the following rules shall be observed:

9.6.1 Deficiency up to 5 marks is condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two theories, or one theory and one practical or two practical's.

9.6.2 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, by the Vice Chancellor in the BHMCT examination.

9.6.3 After coadunation of marks, the result of concerned subject/semester shall declare as "pass by coadunation" or "pass by Grace".

9.7 Revaluation and Re-totaling

Revaluation and re-totaling of marks is permitted for theory papers only. The University, on application within the stipulated time and remittance of a prescribed fee shall permit a recounting of marks, for the subject(s) applied. The marks obtained after revaluation or re-totaling will be the final marks awarded.

9.8 Standard of passing/Division

9.8.1 The course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction	: 70% and above
First Division	: 60% and above but less than 70%
Second Division	: 50% and above but less than 60%
Pass Division	: 40% and above but less 50%

Candidates who have not passed the examination in the first attempt along with the batch in which they were admitted are not eligible for getting rank certificates, medals.

9.8.2 Merit List Provision – The merit shall be declared by the university after the semester examination of the 8th semester of BHMCT on the basis of the integrated performance of all the four years. The merit list shall include those candidates securing at least first division and passing all semester examinations in first attempt.

10.8 ATTENDANCE

Student should not have attended less than 75% of the total classes held in each theory/lab/seminar/dissertation etc. This requirement shall be fulfilled separately for each subject of study. A deficiency up to 10% may be condoned by the Vice Chancellor of the University.

A further condonation of 5% in attendance may be allowed severe/compassionate circumstances by the Vice Chancellor. However it may not be treated as a matter of right by the students. (In case a student fails to fulfill the necessary requirement of the attendance in any subject(s) in any semester, he/she shall not be promoted to next semester and will have to repeat the academic semester in the next academic session along with regular students.

11.0 SCHEME OF EXAMINATION :SEMESTER WISE (to be decided by Board of studies and Academic council of Mansarovar Global University.

Medium of instructions :- Medium of instructions in BHMCT course shall be 'ENGLISH'. The condition of English medium has been laid down in view of the industry requirement vis a vis better entrepreneurial employment opportunities for the incumbent students.

12.0 Reservation : Reservation shall be applicable as per norms of the Government .

13.0 Notwithstanding anything stated in this ordinance, for any unforeseen issues arising and not covered by this ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take decision after obtaining, if necessary, the opinion/advice of a committee consisting of any or all the Directors of the Departments/Institutions/Schools. The decision of the Vice Chancellor shall be final.

ORDINANCE NO. 48***POST GRADUATE DIPLOMA IN COMPUTER APPLICATION (PGDCA)***
(Semester System)

This Ordinance shall be applicable to candidates admitted for Post Graduate Diploma in Computer Application (PGDCA) degree course

1. The duration of the post graduate diploma in computer application shall be of one academic year, comprising of two semesters and a project work. The examination of the first semester shall ordinarily be held in the month of November/ December on suitable dates as fixed by Registrar of the university.

A supplementary examination for the first semester shall be held as decided by University the 2nd semester Examination will be held in April/May.

2. The candidates, who have passed the following examination of the University or an examination recognized University shall be eligible for admission to the first semester of course:-Minimum 45% Marks (40% for SC/ST/Other category) In B.Sc./B.A./B.Com./ B.E./M.Sc./M.A./M.B.A./M.Com.

3. (a) A candidate shall be required to fulfill the following conditions for appearing in the first and second semester examinations:-

(i) A good character certificate from the head of the department.

(ii) 75% attendance of the full course of lectures delivered in each at par in practical, seminars, case discussion trip to computer centers etc.

(b) A deficiency in the attendance for the prescribe course (Lectures/practical/seminars/case discussions/visit to computer centers etc.) may be condoned as per provision of Ordinance of the University for the purpose.

(c) A candidate shall be allowed to appear in the second semester examination only when he/she has passed the first semester examination.

4. A candidate, who has failed (or absented on exceptional cases) in the first semester examination may be provisionally allowed to attend the second semester course.

5. The Medium of instructions and examination shall be English/Hindi.

6. Every candidate shall be examined according to the scheme of examination of

Ordinance of the University. The fees for each course shall be decided by Board of Management of University. The Number of seats in each course will be as per Statute 28.

7. The practical examination (including oral) shall be conducted by the two examiners i.e. one external to be recommended by the examination committee and one internal to be nominated by the head of the Department

8. (a) The subject of the project work Dissertation shall be approved by the Head of the Department of Computer Science & Applications.

(b) The candidate shall be required to carry out their project viva voce Examination. Examiner will be appointed by the Department of Computer Science & applications or any other department as approved by the head of the department under the supervision of faculty member appointed by the head of the department

(c) The candidate shall be required to submit three copies of the project report / dissertation with the certification from the supervisor. That the project work has been completed by the candidate himself / herself and he/she has attended the department of computer science and application or any other place of work for at least 60 hours In exceptional cases, the last date for submission of project report will be extended up to two months by the Vice-Chancellor on recommendations of the supervisor and head of the Department of computer science and applications.

(d) The project report /dissertation shall be evaluated by a board constituted by the Vice - Chancellor, which may consist of the follow members:

- (i) External examiner at Professor level,
- (ii) Head of the dept. of computer science applications, and
- (iii) The supervision of the concerned project work.
- (iv) If the project report / dissertation is disapproved by the internal examiner I Board of examiners, the candidate shall be to resubmit his/her project report / dissertation with in a period of three month.

9. No candidate shall be allowed more than two attempt as an ex-student in

particular semester. If a candidate does not succeed in this attempt too, he/she will have to leave this course.

10. Result of at who the higher examination but failing in back papers of lower examination will be with held till he clears the lower examination.

11. The standard of passing shall be following:

In order to pass a PGDCA examination of any semester, a candidate must obtain at least. 40% of the maximum marks in each written paper

1.40% of the minimum marks in each written paper

2.60% of the maximum marks in seasonal work

3.50% of maximum marks in practical examination

4.50% of maximum marks in aggregation at the end of a academic session.

12. The Division will be awarded in First year of P.G.D.C.A. on the following basis. 75% of the aggregate and above: First division with honors

69% of the aggregate and above: first division

50% of the aggregate and above: Second division

13 Curriculum & related Regulations-

The Curriculum & related regulation of PGDCA will be as per schemes approved by the Board of Management of the University

14. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

15. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

ORDINANCE NO. 49**BACHELOR OF LAWS (LL.B.) 3 YEAR DEGREE COURSE**

The Ordinance framed as per rules/ guidelines norms laid down by Bar Council of India, shall be applicable to candidates for Bachelor of Law (LL.B) degree.

1.0 ADMISSION:

1.1 A candidates who has scored minimum 45% in Bachelor degree is eligible for admission in Degree of Law. The admission will be on merit basis and other qualification as decided by Board of Management of University. For SC/ ST /Other category candidates the minimum percentage for admission will be 40%.

To determine the merit for admission of such candidates who have secured equal marks in the qualifying examination, the percentage of marks secured by the candidate at the intermediate or equivalent examination will be the determining factor of merit for admission. If the marks obtained at the intermediate or equivalent examination by two or more candidates are the same, in that case the candidates senior in age will get preference in the merit list. Provided that the admission criteria shall be as per the norms of BC.

Eligibility:—

1.2 A candidate who after having passed the final examination for the Bachelor's degree in Arts, Science, Commerce, Agriculture, Engineering, Medicine or Veterinary & Animal Husbandry of the University or degree of any other University recognized by the University as equivalent thereof shall be admitted to the programme. The fees for each course shall be decided by Board of Management of University, the Number of seats in each course will be as per Statute 28.

2.0 Examination:—

2.1 There shall be the following three examinations for the Degree of Bachelor of laws, viz:-

- 1) LL.B (Part - I) Examination 1st & 2nd Semester
- 2) LL.B (Part- II) Examination 3rd & 4th semester

3) LL.B (Part - III) Examination 5th & 6th semester

2.2 Examination: Prosecution of a course of study for one academic year means at least 75 % attendance of the lectures and tutorials held in an academic session. The deficiency in attendance, if any, in the case of a student, may be condoned in accordance with the provisions of ordinance of the University in this behalf.

2.3 The strength as a section in a law class shall not exceed 80 student in any class.

3.0 Rules for Promotion to the next semester and higher class of 3YDC:

(i) From Odd semester to even semester:

A candidate who has appeared in the odd—semester of any particular year shall be: promoted to an even Semester of that year (i.e. from I to II, from III to IV and from V to VI Semester) irrespective of failing in any number of theory and practical examination of that semester.

(ii) From Even semester to odd semester:

A candidate shall be entitled to carry a backlog of papers for his promotion from even semester to odd semester of next academic sessions, as under:—

(a) A backlog of two papers (Theory and/or Practical) for his promotion from Second Semester of LL.B. First Year to Third Semester of LL.B. Second Year.

(b) A backlog of four papers (Theory and/or Practical) (inclusive backlog of two papers of LL.B. First Year) for his promotion from Fourth Semester of LL.B. Second Year to Fifth Semester of LL.B. Final/Third year.

(iii) The minimum passing marks in each, paper shall be 40 marks and passing marks in aggregate shall be 50 percent of that Semester Examination.

(iv) A candidate shall be allowed to carry a particular semester if he has acquired minimum passing marks in all the papers of that semester and has failed in aggregate by reason thereof, such a candidate shall be allowed to reappear in semester examination in any number of papers of his choice in which he has acquired minimum passing marks in that semester in order to 'pass in aggregate in such semester examination but shall not be allowed to reappear in any paper in which he has already acquired passing marks, that "is 50% or

more marks. A candidate shall not be permitted to appear/ reappear in any examination or any paper in which he has been declared pass by the university, A for any purpose whatever.

4.0 Ex-studentship:

Subject to the general rule of promotion, from odd Semester to even Semester, a candidate shall become ex- student of LL.B. First Year, LL.B. Second Year and LL.B. Third/Final Year as under:

(a) Ex-student in LL.B. First Year— If he carries backlog of three or more papers in First and/or Second Semester of LL.B. First Year.

(b) Ex-student in LL. B. Second Year - If he carries backlog of three or more papers in Third and/ or Fourth Semester of LL.B. Second Year.

(c) Ex-student in LL. B. Third/Final Year — if he carries a backlog of any paper in Fifth and Sixth Semester of LL. B. Third/Final Year.

5.0 A candidate failing in aggregate in any semester and carrying any semester by reason thereof in LL.B First Year, LL.B. Second Year and/ or LL.B. Year or after the declaration of his result of Sixth Semester of LL.B. Third/Final Year shall also be deemed to be, an Ex-student. He shall be entitled to pass the, backlog of semester for passing in aggregate.

6.0 Revaluation of answer books shall be allowed as per provision of ordinance No. 6 of University.

7.0 The subjects and papers for each year of LL.B. shall be prescribed by the Faculty of Law on the recommendations of the Board of Studies.

8.0 If not provided otherwise the candidates will have to pass separately in written papers and practical.

9.0 The minimum passing marks in each year's examination shall be 50 percent in the aggregate of all the papers and 40. percent marks in each individual paper. Division to successful candidates for the LL. B. degree will be assigned at the end of Final Year Examination on the basis of the aggregate. The total marks obtained by him at the LL.B. First Year; Second Year and Final Year Examinations i.e. all Six Semesters as under:

First Division 60 percent or above of the aggregate marks

Second Division 50 percent or above of the aggregate marks

Note (i) No third division shall be awarded

(ii) Candidates who obtain 75 percent or more marks in aggregate shall be declared to have passed the LL.B degree course in First Division with distinction.

(iii) V.C. Grace mark as per rule can be awarded.

10.0 Candidates appearing for the LL.B. Examination shall have the option of answering questions through the medium of Hindi. (Devnagri Script) or English.

11.0 In order to be successful in any of the LL.B part I the LL.B part II and the LL.B part III examination an examination must obtain at least 40% marks in each theory paper as also separately than tutorial work, practical Training etc. besides obtaining at least 48 % marks in the aggregate of all theory papers and tutorial work & practical Training etc.

12.0 Supplementary Examination and provision of grace mark shall be as per decision of Board of Management on the recommendation of Board of Studies.

13.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion I advice of a Committee consisting of any- or all the Directors of the Schools. The decision of the Vice—Chancellor shall be final.

14.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

ORDINANCE No. 50**BACHELOR OF EDUCATION (B.Ed.) 2 YEAR DEGREE COURSE**

The Ordinance governed by rules / guidelines/ norms laid down by NCTE, shall be applicable for the award of Bachelor of Education Program generally known as (B. Ed) & shall be:

1.0 The Duration of Degree of Bachelor of Education of the University shall spread over two academic year or four semesters. Which can be completed in a maximum of three years from the date of admission to the program As per NCTE norms

2.0 Candidate with at least fifty percent marks either in the bachelor degree and / or in the master's degree in Science/ Social Science / Humanity, Bachelor in Engineering or Technology with specialization in Science and Math's with 55% marks or any other qualification equivalent thereto, are eligible for admission to the program.

The reservation and relaxation for SC /ST/Other categories shall be as per the rules of state govt., whichever is applicable.

Provided that the Vice Chancellor may, with a view to maintain a uniform standard, prescribe such further tests, written, oral or both for selection of candidates for admission to the B.Ed. class in Colleges or in Teaching Department of University, as deemed necessary.

Provided further that in the case of untrained teachers in Government schools, sponsored by the Government for B.Ed. training in the institution maintained by it, the requirement of division or Grade as prescribed by Para 2 above may be relaxed by the Vice Chancellor, on the recommendation of the Director /Principal of the institution concerned. The fees for each course shall be decided by Board of Management of University the Number of seats in each course will be as per Statute 28.

Provided further that all norms laid down by NCTE and that of State Government shall be followed

3.0 Working Days

(a) There shall be at least two hundred working days each year exclusive of the period of examination and admission.

(b) The institution shall work for a minimum of thirty six hours in a week (five or six days), during which physical presence in the institution of all the teachers and student teachers is necessary to ensure their availability for advice, guidance, dialogue and consultation as and when needed.

(c) The minimum attendance of student-teachers shall have to be 80% for all course work and practicum, and 90% for school internship.

4.0 Candidates intending to present themselves at the examination shall submit through the Principal of the College, their applications on Prescribed forms, so as to reach the Registrar by the date fixed for the purpose, together with the fees as required by the rules in force for the time being and produce the following certificates from the

Principal of the college, via: Certificates.

(i) Of good conduct I

(ii) Of fitness to appear at the examination.

(iii) Of having completed regular course of study by attending at least the minimum number of classes/ practices as required by Para 3 above.

5.0 Curriculum Transaction

(a) Practical work to be performed by each student

Item Essential (Numbers)

a - Lesson planning and teaching in real school Thirty lessons — fifteen lessons each teaching subject situation including internship

b - Lesson planning and teaching in simulated Ten lessons - five lessons in each situation teaching subject

c - Observation of lessons taught by fellow students Ten lessons — five lessons in each teaching subject

d Action Research Project

1 (One)

e Stand alone experience of school organization

Two days

f Field- specific community experience

Five days

(b) Supervision of Practice lesson

Out of prescribed practice teaching lessons at least 50% lessons would be supervised fully by the teacher educators and feedback given to the students orally as well as comments in writing. Record of lesson planning, teaching and supervision would be maintained.

6.0 (a) The examination shall consist of two parts, namely:—

(i) Part I - Theory

(ii) Part II — Practical and seasonal.

(b) The scope of studies in different papers shall be such as are prescribed by the Academic council, the Board of Studies and the Faculty of Education and published by a notification.

(c) (i) The written part of the examination shall be held in the month of April every year Actual date of Commencement of examination will be notified by the Registrar in advance

(ii) The practical part of the examination shall be arranged by the principal or the Head of the Department of Education, as the case may, before the written examination by such date as may be directed by the Registrar From time to time

(d) Practical & sessional work shall be as decision of board of Management of the University

1.0 Division

(a) First Division with Honors: 75% and above.

(b) First Division: 60% and above but below 75% Second Division: 50% and above but below 60%

(c) An examinee obtaining 75% or more marks in the aggregate in theory and practically sessional combined shall be given distinction. The University is free to take any decision. Which is not covered by the ordinance as per needs.

8.0 The Principal of a college providing courses of B.ED. Degree shall send the statement of marks obtained by the student of his college in theory & practical to the Registrar

9.0 Supplementary of Examination

(a) Candidates who are eligible to appear as supplementary candidates under the provision shall have to clear the supplementary in next three attempts immediately.

(b) An examinee who after having appeared in the examination but fails in not more than two papers and by not more than three marks but secures the minimum aggregate marks prescribed for a pass shall be entitled to a grace up to three marks in order to pass the examination .

10.0 The Vice- Chancellor may condone the deficiency of one marks in case candidate failing or missing a division by one marks subject to the condition that that where the deficiency of one marks is so condoned it shall nowhere be added.

11.0 The Registrar of University shall as soon as possible after the examination but not later than the 60th day from the date which the theory examination was complete publish the result of examination by announcing the roll nos. and names of successful candidates.

12.0 in the notification declaring result of the examination names of successful candidates who secure first division separately in each of part of examination shall be arranged in order of merit.

13.0 Notwithstanding anything stated in this Ordinance, of any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee consisting of any all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

14.0 Legal jurisdiction

All matters of any dispute shall be limited to Shivpuri court only. The University reserves the rights to change configuration, courses, contents, fee structure, scheme of evaluation, time schedule of face to programme and examination as per need.

Ordinance no. 51

1. **Degree Title** : Master of Physical Education (M.P.Ed.)

2. **Name of the Faculty** : Faculty of Physical Education

3. **Duration** : 2 Years (Four Semesters)

4. **Eligibility:**

B.P.Ed/B.P.E./B.Sc. in health in Physical Education and sports degree with at least fifty five percent marks, (Eligibility as per N.C.T.E. norms). Reservation and age rules as per State Govt.

5. **Admission Procedure:**

The eligible candidates should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/ Examination consisting of Aptitude Test / Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/ Board/ University/ other Professional Bodies/ Organizations or any other mode as decided by the AICTE/UGC/other relevant Regulatory Bodies from time to time.

8. **Examination, Curriculum and Related Regulation:**

As per as per N.C.T.E. norms.

9. **Eligibility for the award of the degree:**

A candidate shall be eligible for the degree of Master of Physical Education when he/she has completed the requirement of examination successfully.

10. **Attendance:**

Attendance in theory and practical subjects shall be compulsory. A minimum of 75% attendance is required separately for each theory and practical's subjects.

General Rules and Scheme of Examination

1. The Examination for the degree of Master of Physical Education will be of four semester (two years) duration:

- a. M.P.Ed. Semester I and Semester II
- b. M.P.Ed. Semester III and Semester IV

2. A candidate, who –

(a) After taking a Bachelor Degree in Physical Education of the any recognised university University or B.Sc. in

Physical Education, Health Education and Sports introduced by U.G.C. or after graduation one year degree in Physical Education (B.P.Ed.) of an Indian University recognized. or

(b) After obtaining a Post Graduate Diploma in Physical Education of at least one year duration awarded by an Indian University or a Board appointed by the Education Department of State or

(c) After obtaining Indian or foreign qualifications recognized as equivalent to those mentioned in (a) or (b) above by the MANSAROVAR GLOBAL UNIVERSITY shall be admitted to previous year (Semester - I) for the degree of Master of Physical Education.

Examination

1. The examination will be conducted according as per as per N.C.T.E. norms.
2. The medium of instruction shall be Hindi / English and a candidate can take examination either in Hindi or English.
3. A candidate shall have the option to offer dissertation in lieu of one paper for M.P.E. fourth semester. A candidate offering dissertation must indicate at the time of registration for third semester provided he/she has obtained at least 6.00 CGPA in the previous two semesters. A candidate selecting this option must submit his/her dissertation not less than two weeks before the beginning of the final examination of fourth semester and present himself / herself for viva- voce examination as and when required by the department.

CHEME OF EXAMINATION (It may be change As per AICET Norms.)

M.P.Ed. SEMESTER - I

Part - A (Theory Papers)		Maximum Marks	
		External	Internal
T-01	Research Methods	60	40
T-02	Statistics	60	40
T-03	Scientific Principles of Training	60	40
T-04	Officiating & Coaching	60	40
	TOTAL	240	160
Part - B (Practical)			
P-01	Conditioning/ Match Practice Conditioning 60 marks Match Practice 40 marks	-	100
Part - C (Viva-voce)			
C-01	Comprehensive Viva-voce	100	
	SUB TOTAL	340	260

M.P.Ed. SEMESTER - II

Part - A (Theory Papers)		Maximum Marks	
		External	Internal
T-05	Officiating & Coaching	60	40
T-06	Measurement and Evaluation	60	40
T-07	Professional Preparation & Curriculum Design	60	40
T-08	Basic Computer Application	60	40
	TOTAL	240	160
Part - B (Practical)			
P-02	Conditioning/Match Practice Conditioning 60 marks Match Practice 40 marks	-	100
Part - C (Viva-voce)			
C-02	Comprehensive Viva-voce	100	
	SUB TOTAL	340	260

Grand Total **600**

*Note: For affiliated college ordinance 5 will be applicable.

M.P.Ed. SEMESTER - III

Part - A (Theory Papers)		Maximum Marks	
		External	Internal
T-09	Sports Psychology	60	40
T-10	Exercise Physiology	60	40
T-11	Sports Medicine	60	40
T-12	Sports Specialization	60	40
	TOTAL	240	160
Part - B (Practical)			
P-03	Conditioning & Match Practice Conditioning 60 Marks Match Practice 40 Marks	-	100
P-04	Sports Specialization (Practical Skill)	60	40
Part - C (Viva-voce)			

	SUB TOTAL	400	300
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Grand Total **700**

MLP.Ed. SEMESTER - IV

Part - A (Theory Papers)		Maximum Marks	
		External	Internal
T-13	Biomechanics	60	40
T-14	Management of Physical Education OR Dissertation*	60	40
T-15	Sports Specialization	60	40
T-16	Theory Teaching Lessons	60	40
	TOTAL	240	160
Part - B (Practical)			
P-05	Conditioning & Match Practice Conditioning 60 Marks Match Practice 40 Marks	-	100
P-06	Sports Specialization (Coaching Lessons)	60	40
Part - C (Viva-voce)			
C-04	Comprehensive Viva-voce	100	
	SUB TOTAL	400	300

Grand Total **700**

*The students who have opted for Dissertation have to face a viva-voce of 60 marks.

Semesters	Maximum Marks
Semester - I	600
Semester - II	600
Semester - III	700
Semester - IV	700
GRAND TOTAL	2600

ORDINANCE No. 52**DIPLOMA IN ELEMENTARY EDUCATION (D.E.Ed.) 2 YEAR
DIPLOMA COURSE**

This ordinance shall be applicable to candidates for two years Diploma in Elementary Education (D.El.Ed.), following the norms rules and guideline of NCTE.

(1) Duration

The duration of, the programme shall be of two academic sessions / years. The commencement and completion of the programme shall be so regulated that two long spells of vacation (summer /winter/ staggered) are available to the learners for guided / supervised instruction and face to face contact sessions.

(2) Qualification

Candidates seeking admission to this course must have passed. Senior Secondary (Class XII) or equivalent examination passed with minimum 50% marks.

(3) Admission procedure

Admission under this Course will make as follows:

- (a) The University will issue admission notification in news papers, on the University's website, notice Board of the University and in order publicity media before the start of every cycle.
- (b) List of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice Board of the University/ University's website/or the student will be informed directly of their admission after the last date of application.

The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally such candidates however must produce the previous year mark sheet/school/college certificates as a proof of required eligibility criteria. The candidates so admitted shall have to be present mark

sheet of the qualifying examination within a month of the due date of admission unless the provisional admission granted to him will be cancelled.

(c) The application form may be rejected due to any of the following reasons:

- The candidates does not fulfill the eligibility conditions
- The prescribed fees is not enclosed
- The application form is not signed by the candidate and his/her parent guardian, wherever required
- Supporting documents for admission are not enclosed.

(d) Enrollment! Registration number will be assigned to the student by the University after verification & submission of all the necessary document and fees.

(e) Admission rules as framed by the University shall be applicable for all admission from time to time. Other norms laid down by State Council of Paramedical courses shall also followed.

(4) Academic Year

There will be two academic cycles every years, one from July to June and second from January to December.

(5) Intake & Fees

The intake and fees for the course shall be decided by the Board of Management of the University from time to time, subject to approval by the Regulatory Commission.

(6) Course Structure

6.1 The Diploma in Elementary Education (D.El.Ed.) course shall consist of:

- a) Syllabus as prescribed by the University as per the guidelines of NCTE.
- b) Internship, lab work, practical, projects etc. as may be prescribed by the University.

- c) Such scheme of examination as prescribed, by the University from time to time.

6.2 The curriculum of the course shall be approved by the concerned Board of Studies and the Academic Council of the University.

(7) Medium of Instruction and Examination

The medium of instruction and examination shall be either Hindi or English

(8) Examination Scheme

As-per Ordinance No. 5

(9) Promotion to Next Year & Failed Candidate

A candidate may provisionally continue his/her studies in second year after the examination of the first year in which he/she appeared is over.

If a candidate fails in not more than one paper of the first examination but clears all the remaining papers of that examination. He/she will be allowed to appear in the supplementary examination, which shall be conducted to keep the term (ATKT) and promoted to the next year. Examination shall be conducted within 45 days of the declaration of the result. After clear that paper the student is allowed to promote in the second year.

Provided further, that if a candidate fails in more than one paper in first year examination, he/she may be allowed to appear as an ex-student in the next examination of the same year.

A candidate will be awarded diploma only in the year when he/she clear all the papers of both the year.

(10) Allocation of Division

- a) First Division with Honors :75% and above
- b) First Division: 60% and above but below 75%
- c) Second Division: 50% and above but below 60%

(11) Maximum Duration of Completion of Course

A Candidate has to complete the entire course of Diploma in Elementary Education (D.El.Ed.) within a maximum period of four year from the session of first admission.

(12) Examination Centre

University examination centers will be notified by the University.

(13) General

In matters of admission, attendance, and examination and in all other matters not provided in this Ordinance, the course shall be governed by the provision of the relevant ordinance of the same in the University so far as they are not inconsistent with the provision of this ordinance.

(14) Notwithstanding anything stated for any unforeseen issues arising, and not covered 'by this Ordinance, or in the event differences of interpretation, the Vice—Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

(15) Legal Jurisdiction

All matters of any dispute shall be limited to Sehore court only. The University reserves the rights to change configuration, courses, contents, fee structure, scheme of evaluation, time schedule of face to face programme and examination as per need.

(16) The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

ORDINANCE No. 53**BASIC B.Sc. (NURSING) 4 YEAR DEGREE COURSE****1.0 AIMS & OBJECTIVES****1.1 AIMS**

The aims of the undergraduate nursing program are to:

- 1.1.1 Prepare graduates to assume responsibilities as professional, competent nurses and midwives in providing primitive, preventive, curative, and rehabilitative service.
- 1.1.2 Prepare nurse, who can make independent decisions in nursing situations, protect the right of and facilitate individuals and groups in pursuit of health, function in the hospital, community-nursing services, and conduct research studies in the areas of nursing practice. They are also expected to assume the role of teacher, supervisor, and manager in a clinical/public health setting.

1.2 OBJECTIVES

On completion of the four year B.Sc Nursing program the graduate will be able to:

- 1.2.1 Apply knowledge from physical, biological and behavioral sciences, medicine including alternative systems and nursing in providing nursing care to individuals, families and communities.
- 1.2.2 Demonstrate understanding of life style and other factors, which affect health of individuals and groups.
- 1.2.3 Provide nursing care based on steps of nursing process in collaboration with the individuals and groups.
- 1.2.4 Demonstrate critical thinking skill in making decisions in all situations in order to provide quality care.
- 1.2.5 Utilize the latest trends and technology in providing health care.
- 1.2.6 Provide primitive preventive and restorative health services in line with the national health policies and programmes.
- 1.2.7 Practice within the framework of code of ethics and professional conduct, and acceptable standards of practice within the legal boundaries.
- 1.2.8 Communicate effectively with individuals and groups, and members of the health team in order to promote effective interpersonal relationships and teamwork.

- 1.2.9 Demonstrate skills in teaching to individuals and groups in clinical/community health settings.
- 1.2.10 Participate effectively as members of the health team in health care delivery system.
- 1.2.11 Demonstrate leadership and managerial skills in clinical/community health settings.
- 1.2.12 Conduct need based research studies in various settings utilize the research findings to improve the quality of care.
- 1.2.13 Demonstrate awareness, interest, and contribute towards advancement of self and of the profession.

2.0 COURSE STRUCTURE

The degree in Nursing of four years course shall be designated as Basic Bachelor of Science in nursing in Short Basic B.Sc. (Nursing)

- 2.1 The duration of B.Sc. (N) course shall extend over a period of four years consisting named below:
 - i. Basic B.Sc. (N) First Year
 - ii. Basic B.Sc. (N) Second Year
 - iii. Basic B.Sc. (N) Third Year
 - iv. Basic B.Sc. (N) Fourth Year including internship.

3.0 ACADEMIC QUALIFICATION FOR ADMISSION

- 3.1 The minimum educational requirement shall be the passing of: Higher Secondary School Certificate Examination (10+2)

OR

Senior School Certificate Examination (10+2), Pre degree Examination (10+2)

OR

An equivalent with 12 years schooling from a recognized Board or University with Science (Physics, Chemistry, Biology) and English with minimum of 45% aggregate marks (PCBE).

4.0 CRITERIA FOR SELECTION

- 6.1 The candidate who fulfill the aforesaid academic qualification for admission
- 6.2 The minimum age shall be 17 years completed on or before Dec 31st of the year of admission.
- 6.3 The admission in B.Sc. (N) 1st year shall be based on the merit in the common entrance test or qualifying examination.
- 6.4 Candidate shall be medically fit.

5.0 COURSE DURATION

- 12.1 The duration of B.Sc. (Nursing) course shall be four years including internship.
- 12.2 The duration of each academic year of B.Sc. (Nursing) I,II,III, IV years shall be not less than 10 month.
- 12.3 The maximum period to complete the course successfully should not exceed 8 years from the date of admission.

6.0 COURSE COMMENCEMENT

- 6.1 The commencement of B.Sc. (N) 1st year shall start during the period of July/August of every year.
- 6.2 Vacation shall be granted maximum eight weeks duration between 2 academic years.
- 6.3 The subject to be studied in different academic year of B.Sc. (N) shall be as per scheme given as in subsequent sequence.

7.1 The medium of instruction and examination shall be English throughout the course of the study.

7.2 SCHEME OF EXAMINATION**B.Sc (N) First Year**

Paper No	Subject		Hours	Assessment		
	Theory			Externa	Total	
1	Anatomy & Physiology	3	25	75		100
2	Nutrition & Biochemistry	3	25	75		100
3	Nursing Foundation	3	25	75		100
4	Psychology	3	25	75		100
5	Microbiology	3	25	75		100
6	English	3	25	75		100
7	Introduction to Computers	-	25	75		100
Practical No.	Practical and Viva Voce					

Nursing Foundations - 100 100 200

B.Sc. (N) Second Year

Paper No.	Subject	Hours	Assessment		
			Internal	External	Total
8	Sociology	3	25	75	100
9	Medical Surgical Nursing (Adult including geriatrics)-I	3	25	75	100
10	Pharmacology,	3	25	75	100
11	Pathology & Genetics Community Health Nursing-I	3	25	75	100
12	Communication and Educational Technology	3	25	75	100
Practical No. Practical and Viva Voce					
2	Medical- surgical Nursing (Adult including geriatrics)-I		100	100	200

B.Sc. (N) Third Year

Paper No.	Subject	Hours	Assessment		
			Internal	External	Total
13	Medical Surgical Nursing (Adult including geriatrics)-II	3	25	75	100
14	Child Health Nursing	3	25	75	100
15	Mental Health Nursing	3	25	75	100
Practical No. Practical and Viva Voce					
3	Medical Surgical Nursing (Adult including		50	50	100

geriatrics)-11

4	Child Health Nursing	50	50	100
5	Mental Health Nursing	50	50	100

B.Sc. (N) Four Year

Paper No.	Subject Theory	Assessment	Total
16	Midwifery and Obstetrical Nursing	3 25 75	100
17	Community Health Nursing-II	3 25 75	100
18	Nursing Research & Statistics	3 25 75	100
19	Management and Nursing	3 25 75	100
Practical No.	Practical and Viva Voce		
6	Midwifery and Obstetrical Nursing	50 50	100
7	Community Health Nursing	50 50	100

7.3 University Examination

7.3.1 There shall be one Annual University Examination at the end of each academic year.

7.3.2 There shall be provision for supplementary examination.

7.3.3 The University examination for theory subject shall be out of 75 marks.

7.3.4 The University Examination marks for Nursing Foundation (Practical & viva voce Paper I) & Medical Surgical Nursing – I (Practical and viva voce paper II) shall be out of 100 marks.

7.3.5 The University Examination marks for Medical Surgical Nursing –II (Practical and viva voce paper III), Child Health Nursing (Practical and viva voce paper IV), Mental Health Nursing (Practical and viva voce paper V), Midwifery and Obstetrical Nursing (Practical and viva voce paper VI) and Community Health Nursing (practical and viva voce paper VII) shall be out of 50 Marks.

7.3.6 Anatomy and physiology –Question paper will consist of Section A Anatomy of 37 marks and Section B physiology should be of 38 marks.

7.3.7 Nutrition and Biochemistry- Question paper will consist of Section A Nutrition of 45 marks and Section B Biochemistry of 30 Marks.

7.3.8 Pharmacology, Pathology and Genetics : Section A of Pharmacology wity 38 marks, Section B of Pathology of 25 and Genetics With 12 marks

7.3.9 Nursing Research & Statistics-0Nursing Research Should be of 50 Marks and Statistics of 25 Marks.

7.3.10 Minimum pass marks shall be 40 % for English only.

7.3.11 Theory and Practical exams for Introduction to Computer will be conducted as Collage exam and marks to be sent to University for inclusion in the marks sheet.

7.3.12 Maximum number of candidate for practical examination should not exceed 20 per day.

7.3.13 All practical examinations must be held in the respective clinical areas.

7.3.14 Fourth year final examination to be held only after completion of internship.

7.4 Internal Examination

7.4.1 The assessment of academic growth of the student shall be done on the basis of three term examination and one Pre University Examination for theory and practical subjects.

7.4.2 The internal assessment marks for the theory subjects shall be out of 25 marks.

7.4.3 The internal assessment marks for the practical subjects shall be awarded on the basis of evaluation of performance of the student in the specific area/ field.

7.4.4 The internal assessment marks for Nursing Foundation (Practical & viva voce Paper I) & Medical Surgical Nursing-I (Practical and viva voce paper II) shall be out of 100 marks.

7.4.5 The internal assessment marks for medical Surgical Nursing (Adult including geriatrics)-II (Practical and viva voce paper III), Child Health Nursing (Practical and viva voce paper IV), Mental Health Nursing (Practical and viva voce paper V), Midwifery and Obstetrical Nursing (Practical and viva voce paper VI) and Community Health Nursing (practical ns viva voce paper VII) shall be out of 50 Marks.

7.5-Supplementary Examination

7.5.1 There will be only one mid-session Supplementary Examination held by the University ordinarily held in the month of September/October, However those who fail in supplementary exam they will appear in main exam.

7.5.2 The first year students will have to clear all first year subjects in a maximum limit of 4 attempts, after which they will not be allowed to continue their Basic B.Sc. (N) Course if, candidate fails in 4th attempt of 1st year.

- 7.5.3 Non appearance at an examination on grounds of sickness or otherwise, will be treated as one of the four attempts allowed for 1st year subjects.
- 7.5.4 If a first year candidate fails in midsession supplementary papers, candidates will be given an opportunity to appear in the main examination of 2nd year provisionally along with the backlog of last year subjects.
- 7.5.5 If a candidate fails in backlog subjects of the 1st year, the result of 2nd year examination for which candidate will be provisionally admitted will be treated as cancelled. The candidate will have to repeat her backlog subjects of 1st year in next midsession supplementary examination.
- 7.5.6 A candidate, who appears in 2nd year main examination and fails in any of the subjects will be permitted to appear in midsession supplementary examination and there after provisionally along with failed 2nd year subject, but if any candidates fails in 2nd year subject the candidates 3rd year result will be automatically cancelled. The same ruling will apply for the IVth year students also.
- 7.5.7 Only failed subjects will have to be repeated in midsession supplementary or Supplementary Examination with the main annual examination.
- 7.5.8 The marks obtained by the candidate in the subjects passed in Supplementary Examination or additional attempts shall be taken into account as pass in the examination.

8.0 CRITERIA FOR PASSING

- 8.1 A Candidate has to pass in theory and practical exam separately in each of the paper.
- 8.2 A Candidate failing in more than two subjects will not be promoted to the next academic year.
- 8.3 Minimum pass marks shall be 50% in each of the theory and practical papers separately.
- 8.4 Minimum pass marks shall be 45% for Introduction to Computer.
- 8.5 If a candidate fails in either theory of practical paper he/she has to re-appear for both the papers (Theory and Practical).

- 8.6 Maximum number of attempts permitted for each paper shall be three including first attempt.

9.0 DIVISION & MERIT

- 9.1 Distinction 75% and above in any subject (First attempt only).
- 9.2 First Division – 60% and above in the aggregate of marks in all main subject.
- 9.3 Second Division – Less than 60% in the aggregate of marks in all main subjects.
- 9.4 Pass Class – Shall be awarded to the candidate passing with supplementary or more than one attempt.

10. ATTENDANCE

- 10.1 A candidate must have minimum of 80% attendance (irrespective of the kind of absence) in theory in each subject for appearing for examination.
- 10.2 A candidate must have 100% attendance in each of the practical area before award of degree.

11.0-APPOINTMENT OF EXAMINER / QUESTION PAPER SETTER

The appointment of examiner for the theory and practical examination shall be based on following rules.

- 11.1 Question paper setter/moderator/head evaluator shall be Professor, Associate professor or Lecturer with an experience of minimum 3 year teaching experience working in any nursing institute conducting nursing course can be appointed.
- 11.1 Practical examiner
- 11.2.1 One internal and one external mexaminer should jointly conduct practical examination for each student.
- 11.2.2 An examiner should be a lecturer or above in a college of nursing with M.Sc (N) in concerned subject and minimum of 3 years of teaching

experience. To be an examiner for Nursing Foundations course faculty having M.Sc (N) with any specialty shall be considered.

12.0 REVALUATION /RE-TOTALING

- 12.1 Revaluation and re-totalling of marks is permitted for theory papers only. The University, on receipt of application within the stipulated time and remittance of a pre scribed fee, shall permit a recounting of marks and/or revaluation for the subjects(s) applied.
- 12.2 The result after revaluation/re-totalling shall be declared as per prevailing revaluation/re-totalling rules and regulation of the PK University

13.0 CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of Institution, if;

- 13.1 Candidate is not found qualified as per INC/State Government norms and guidelines or the eligibility criteria prescribed by the University.
OR
- 13.2 Candidate is not able to complete the course within the stipulated time as prescribed in ordinance no. 55.
OR
- 13.3 Candidate is found involved in serious breach of discipline in the Institution or in the University campus.

14.0 SCHEME OF STUDIES

The subject to study in different academic year of B.Sc. (N) shall be as per the scheme given in subsequent sections.

(a)- Annual schedule of studies

- | | | |
|----|-------------------------------------|------------------|
| 1. | Weeks available per year | =52 weeks |
| 2. | Vacation | =8 weeks |
| 3. | Gazetted holidays | =3 weeks |
| 4. | Examination (Including preparatory) | =4 weeks |
| 5. | Available weeks | =37 weeks |
| 6. | Hours per week | =40 Hours |
| 7. | Practical | =30 hours per wk |

(5x6=30)	
8. Theory	=10 hours per wk
(2x5=10)	
9. Internship	=48 hours per wk
(8x6=48)	
10. Hours Available per academic year	1480
	(37wk x 40 hours)

(b)- Distribution of Hours FIRST YEAR

Subject	Theory (in hrs.) (Class and lab)	Practical (in hrs.) (Clinical)	(In hrs)
English	60		
Anatomy	60		
Physiology	60		
Nutrition	60		
Biochemistry	30		
Nursing Foundations	265+200	450	
Psychology	60		
Microbiology	60		
Introduction to Computer	60		
**Hindi/Regional language Library work/Self Study Co-curricular Activities	30		50
Total Hours			50
Total hours=1480 Hrs.	930	450	100

** (Optional)

SECOND YEAR

Subject	Theory (in hrs.) (Class and lab)	Practical (in hrs.) (Clinical)	(In hrs)
1-Sociology	60		
2-Pharmacology	45		
3-Pathology	30		
4-Genetics	15		
5-Medical Surgical Nursing I (Adult including Geriatrics)	210	720	
6-Community Health Nursing-I	90	135	
7-Communication and Educational	60+30		
8-Library Work/self Study			50
9-Co-curricular activities			35
	540	855	85
Total hours=1480 hrs			

THIRD YEAR

Subject	Theory (in hrs.) (Class and lab)	Practical (in hrs.) (Clinical)	(In hrs)
1-Medical- Surgical Nursing-II (Adult including Geriatrics)	120	270	
2-Child Health Nursing	90	270	
3-Mental Health Nursing	90	270	
4-Midwifery and Obstetrical Nursing	90	180	
5-Library work/self Study			50
6-Co-curricular activities			50
Total Hours	390	990	100

FOURTH YEAR

Subject	Theory (in hrs.) (Class and lab)	Practical (in hrs.) (Clinical)	(in hrs)
1-Midwifery and Obstetrical Nursing		180	
2-Community Health Nursing-II	90	135	
3-Nursing Research & Statistics	45		
4-Management of Nursing Services	60+30		
Total Hours	225	315	
Total hours=540 hrs			

Note :- Project Work To Be Carried Out During Internship

INTERNSHIP (INTEGRATED PRACTICE) Practical Hrs. 30 Hrs. /WK

Subject	Theory	Practical	Weeks
Midwifery and Obstetrical Nursing	-	240	5
Community Health Nursing -II	-	195	4
Medical Surgical Nursing (Adult and Geriatric)	-	430	9
Child Health Nursing	-	145	3
Mental Health Nursing	-	95	2
Research Project	-	45	1
Total Hours	-	1150	24
Total hours = 1690 hrs			

Note:-

1. Internship means 8 hours of integrated clinical duties in which 2 weeks of evening and night shift duties are included.

2. Internship should be carried out as 8 hours per day @ 48 hours per week.
3. Students during internship will be supervised by nursing teacher.
4. Fourth year final examination to be held only after completing internship.

15.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

ORDINANCE NO. 54**BACHELOR OF PHYSIOTHERAPY(BPT) COURSE****Chapter – 1****General**

- 1- This ordinance may be called the "Ordinance Relating to Bachelor of Physiotherapy (BPT) Course".
- 2- The ordinance shall come into force with immediate effect.
- 3- Course duration 4 years followed by 6 months of rotatory internship

Chapter – 2**Eligibility for Admission**

- 4- (i) The minimum educational qualification for admission in the B.P.T. course is Intermediate (10+2) of U.P. Board or an equivalent from a recognized board/university with Chemistry, Biology, Physics and English as subjects.
(ii) Minimum marks for eligibility in the above subjects in aggregate should be 45% and 40% for SC/ST candidates.
- 5- The minimum age for admission to the BPT course should be as per the norms laid down by Indian Association of Physiotherapist (IAP).
- 6- Eligible applicants may be required to appear at an Entrance Examination conducted by or on behalf of the University.
- 7- **For candidates having 2 years Diploma Holder:**

- 7- a) A candidate having passed class 12th exam with English, Physics, Chemistry, Biology (EPCB) with 45% marks and holding recognized 2 year Diploma in Physiotherapy (DPT) will be eligible for admission in BPT course through lateral entry i.e. 2nd year in BPT.

For candidates having 3 ½ years Diploma Holder:

- 7- b) A candidate having passed class 12th exam with English, Physics, Chemistry, Biology (EPCB) with 45% marks and holding recognized 3 ½ year (3 year + 6 months rotatory Internship) Diploma in Physiotherapy (DPT) will be eligible for admission in BPT course through lateral entry i.e. BPT 4th year. {For BPT Abridged course (One year Degree course) as followed & conducted by other Universities such as Magadh University, Bodh Gaya (Bihar) & Jamia Hamdard University, New Delhi}. There shall be relaxation of 5% marks for SC/ST categories candidates.

8- a) Admission through lateral entry in 2nd/4th year BPT course shall be made only on remaining vacant seats (i.e. not more than 10% of the total seats) in second/fourth year Bachelor of Physiotherapy (BPT) course.

b) These seats shall be allotted to the students seeking migration/transfer or holding diploma with minimum of 55% marks in aggregate from the state/IAP (India Association of Physiotherapy) recognized institute/college.

c) Such students will not be eligible for any merit or scholarship awarded by college/university.

FIRST YEAR

Subjects	Hours		Total
	Theory	Practical	
Anatomy	225	125	350
Physiology	225	125	350
Electro Therapy-I	150	200	350
Exercise Therapy-I	150	200	350
Sociology	100	-	100
English (Qualifying)	40	-	40
TOTAL	890	650	1540 hours
SECOND YEAR:			
		Hours	

Subjects	Theory	Practical	Total
General & Health Psychology	175	-	175
Pathology & Micro Biology	175	-	175
Pharmacology & Biochemistry	175	-	175
Electrotherapy-II	175	200	375
Exercise Therapy-II	175	200	375
TOTAL	875	400	1275 hours

d) If the no. of candidates for admission through lateral entry are more than the seats available, then the screening of the candidate for admission shall be made on the basis of merit i.e. aggregate marks obtained by the candidate in Diploma in Physiotherapy (DPT).

Chapter - 3

Teaching Course

- 9- The duration of the BPT course shall be four and a half years, inclusive of six months of Compulsory Rotatory Internship.
- 9- The academic calendar shall be as follows:
 - I, II, III and IV year = Session - 1st September to 31st July
 - Annual Examination = every year in August
11. The following shall be the distribution of teaching hours for the course of study:

THIRD YEAR:

Subjects	Hours		Total
	Theory	Practical	
General Medicine	175	-	175
General Surgery	175	-	175
Orthopedics	175	-	175
Paediatrics & Geriatrics	175	-	175
Biomechanics & Kinesiology	175	100	275
Physiotherapy Clinical Training		400	400
TOTAL	875	500	1375 hours

Third year students shall undergo clinical training in a recognised Physiotherapy Department for not less than 4 hours per day for a total period of 400 hours during the third year.

FOURTH YEAR:

Subjects	Hours		Total
	Theory	Practical	
Neurology	150	-	150
Research Methodology & Biostatistics	150	-	150

Physiotherapy in Medical condition	200	150	350
Physiotherapy in Surgical condition	200	150	350
<i>Rehabilitation, Organisation, Administration</i>			
<i>and Physiotherapy Ethics & Law</i>	100	25	125
Computer Application	-	50	50
Fields Visits	-	50	50
Physiotherapy Clinical Training	-	400	400
TOTAL	800	825	1625 hours

Fourth year students shall undergo clinical training in a recognised Physiotherapy Department for not less than 4 hours per day for a total period of 400 hours during the fourth year.

12- The course structure shall be as given below:

First year

	Theory			Practical			Total
	MAXIMUM MARKS			MAXIMUM MARKS			
	Annual	Internal	Total	Annual	Internal	Total	
Anatomy	70	30	100	70	30	100	200
Physiology	70	30	100	70	30	100	200
Electro Therapy	70	30	100	70	30	100	200
(Part-I)							
Exercise Therapy	70	30	100	70	30	100	200
(Part -I)							
Sociology	70	30	100	-	-	-	100
*English (Qualifying) 100			100	-	-	-	100
Total Marks			500			400	900

* Note: Marks of English subject not to be added in grand total.

Second year

	Theory			Practical			Total
	MAXIMUM MARKS			MAXIMUM MARKS			
	Annual	Internal	Total	Annual	Internal	Total	
General	70	30	100	-	-	-	100
& Health Psychology							
Pathology & Microbiology	70	30	100	-	-	-	100.
Pharmacology & Biochemistry	70	30	100	-	-	-	100
Electro Therapy (Part-II)	70	30	100	70	30	100	200
Exercise Therapy (Part -II)	70	30	100	70	30	100	200
Total Marks			500			200	700

Third year

	Theory			Practical			Total
	MAXIMUM MARKS			MAXIMUM MARKS			
	Annual	Internal	Total	Annual	Internal	Total	
Gen. Medicine	70	30	100	-	-	-	100
Gen. Surgery	70	30	100	-	-	-	100
Orthopedics	70	30	100	-	-	-	100
Paediatrics	70	30	100	-	-	-	100
& Geriatrics							
Biomechanics	70	30	100	35	15	50	150
& Kinesiology							
Total Marks			500			50	550
Fourth year							
		Theory		Practical			Total
		MAXIMUM MARKS		MAXIMUM MARKS			
		Annual	Internal	Total	Annual	Internal	Total

Neurology		70	30	100	-	-	-	100
Research		70	30	100	-	-	-	100
Methodology & Biostatics								
Physiotherapy		70	30	100	70	30	100	200
in Medical Conditions								
Physiotherapy		70	30	100	70	30	100	200
in Surgical Conditions								
Rehabilitation, Organisation, Ethics & Law		70	30	100	-	-	-	100
Administration and Physiotherapy								
Physiotherapy Clinical Exam					150	50	200	200.
Total Marks				500			400	900
INTERNSHIP								300
GRAND TOTAL								3450

13- Internship:

- (i) A student will have to undergo Internship for a period of six months (26 weeks) under the supervision of a senior Physiotherapist in a recognized Physiotherapy Department. The period should also include placement in a rural set up/C.B.R.

- (ii) There will be an Internal Assessment of the clinical performance of the student during the period of Internship.

Chapter – 4

Attendance

14. The students are expected to attend all the classes and should not have less than 75 % attendance in theory as well as in practical classes, wherever held, to become eligible to appear for the university examination. Short fall in attendance can, however be condoned in deserving cases to the extent of 10% by the Principal. If the short fall is more than 10% but not more than 15%, the Principal may recommend deserving cases to the Vice Chancellor for condonation. The order of the Vice Chancellor in this regard shall be final.

Chapter – 5

Examination

15. The examination in each academic year shall be conducted in two parts:

A. Internal assessment (excluding Physiotherapy Clinical Exam) will be of 30 marks as under:-

- a. Midterm written test including in-between snap tests if any, after six months carrying 20 marks.
- b. A maximum of 10 marks in each subject shall be awarded for attending classes (theory / practical) as per the following norms:

85% or more attendance	-	10 Marks
80% or more but less than 85% attendance	-	9 Marks
75% or more but less than 80% attendance	-	8 Marks

70% or more but less than 75% attendance	-	7Marks
65% or more but less than 70% attendance	-	5Marks
60% or more but less than 65% attendance	-	3Marks
51% or more but less than 60% attendance	-	2Marks
50% attendance	-	1Mark
Less than 50% attendance	-	0Mark

B. University Examination carrying 70 marks.

16. The entire course inclusive of Internship should be completed within a maximum period of nine years from the date of original admission in the course.

Chapter – 6

Paper setting, Evaluation & Results

17. The work of setting the End semester examination papers, conduct of the End semester and Annual examinations, Evaluation and declaration of results shall be as per the laid down Examination policies / latest University Notifications.

Chapter – 7

Power to Modify

18. In the event of any emergent situation, if any deviation is considered necessary, the Vice Chancellor is authorised to modify the Ordinance. Subject to subsequent ratification by the Executive Council.

ORDINANCE NO. 55**Degree Of Master Of Education Regular Course (M.Ed.)**

**The Ordinance shall applicable for the award of Master Of Education (M.Ed.)
Course**

1. Eligibility for admission

- i) A person who has passed examination of Bachelor Degree of University and has hereafter passed B.Ed from this university or any recognized University, shall, be eligible for admission to the examination for the degree of Master of Education.
- ii) The candidate shall be granted admission according to approved rules of the

2. Duration of the course

The courses of Instructions for the Degree of Master of Education, Regular courses of this University shall be of ~~one~~ ^{two} academic year.

3. Mode of Instruction

- i) The course of study shall include learning and teaching through Regular.
- ii) Instructions shall be imparted through lecture programmes, supplemented with written assignments, lesson packages and contact programmes.
- iii) Medium of instructions shall be Hindi/English.

4. Assignments

- i) During the period, assignments and lesson packages will from the study of the programme.
- ii) Completed assignment's shall be deposited candidate in the intervening months. assignments will serve as feed back and will be counted towards internal assessment in each paper.
- iii) The whole course in each paper will be divided into a number of units which shall be supplied the candidate from time to time.

5. Scheme of Examination

- i) the scope of studies in different papers shall be such as

is prescribed MGU University.

ii) The following shall be the scheme of examinations:-

Part I- Theory (five papers)	500 marks.
written assignments	100 marks.
Part II-Dissertations	100marks
Viva Voce	100marks
	<hr/>
Total	800marks

iii) Details of the scheme are as follows

Scheme of Examination

(A) Part I- Theory

Paper	Written passing	Theory Assignment	Max. Marks	Min. Marks of
	20	100	120	40
II	20	100	120	40
III	20	100	120	40
IV	20	100	120	40
V	20	100	120	40
				<hr/>
Total-	100	500	600	200

(B) Part II

Dissertation	100	100	40
Viva Voce	100	100	40
	200	200	80

iv) A candidate must secure minimum pass marks in. A & B part separately. Division will be awarded on the basis of marks obtained in Part I & part II taken together on the following basis:

- v) Viva Voce examination will be conducted by a Board of two examiners appointed by the University, one of whom shall be the guide for dissertation as far as possible.
- vi Assignments and dissertation relating to Part I & II of the examination will have to be submitted before the theory examination.
- vii The Viva Voce examination shall be arranged by the University after the theory examination.
- VI
ii) The merit list of candidates securing first 10 positions in the first division will be notified by the University.

6. Ex- students

- i) A candidate failing in either or both of the two parts may, reappear as an Ex- student, in the part concerned or in the whole as the case may be, at a subsequent examination without being required to undergo regular course of studies again, subject to his/her complying with the provisions of ordinance and regulations of Ram Krishna Dharmarth Foundation University from time to time.. Provided that such advantage of appearing at the examination as Ex-student shall be admissible for a period of two years from the date when the candidate had appeared at the examinations as a regular candidate.
- ii) An Ex-student seeking permission for re-admission to a subsequent examination shall submit his/her application on prescribed form indicating the papers and parts of the examination intended to appear to the VICE CHANCELLOR, before the date fixed for the purpose together with such fees and documents as are required of him/her and he/she shall be governed by the provisions of all relevant ordinance of the University.
- iii) Marks of Internal assessment if they are above the minimum prescribed for a pass, shall be brought forward or the purpose of results at the subsequent examination.

7. Fees of the course

The candidate will have -to pay such fees as decided by the Institute authority from time to time .

8. University examinations will be conducted in Madhya Pradesh at suitable Centers as decided by the authorities of the University.

9. General:

In all matters pertaining to the course, the decision of the Vice-chancellor of the University shall be final and as per Ordinance of the University for this purpose. Provided the norms laid down by NCTE and M.P. Govt. shall be the binding to the University

10. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising,

and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO. 56**AUXILIARY NURSE AND MIDWIVES SCHOOL OF NURSING**

1. The following Establishments / Organizations are eligible to Establish / Open an Auxiliary Nurse and Midwives School of Nursing (ANM School).
 - a) Central Government/State Government/Local body;
 - b) Registered Private or Public Trust;
 - c) Organisations Registered under Societies Registration Act including Missionary Organisations;
 - d) Companies incorporated under section 8 of Company's Act;
2. The eligible Organizations / Establishments should obtain Essentiality Certificate / No objection Certificate from the concerned State Government where the ANM School of Nursing is sought to be established. The particulars of the name of the School / Nursing Institution along with the name of the Trust /Society [as mentioned in Trust Deed or Memorandum of Association] as also full address shall be mentioned in No Objection Certificate/Essentiality Certificate.
3. After receipt of the Essentiality Certificate/ No objection Certificate, the eligible institution shall get recognition from the concerned State Nursing Council for the ANM programme for the particular Academic Year, which is a mandatory requirement.
4. The Indian Nursing Council shall after receipt of the above documents / proposal would then conduct Statutory Inspection of the recognized training nursing institution under Section 13 of Indian Nursing Council Act 1947 in order to assess the suitability with regard to availability of Teaching faculty, Clinical and Infrastructural facilities in conformity with Regulations framed under the provisions of Indian Nursing Council Act, 1947.
 5. Nursing laboratory – There should be a demonstration room with at least two to four beds and adequate number of cupboards with necessary articles for demonstration. Provision should be made for community, midwifery and first aid demonstration and practice.
 6. Nutrition laboratory – There should be provision for nutrition practical. Cooking gas, stove and wash basin with tap connections, suitable working tables and sufficient number of necessary utensils for conducting cooking classes should be available.

7. **Library cum study** – There should be a room of adequate size in order to accommodate 40 students at a time, with sufficient number of cupboards, library books and adequate number of chairs and tables for the students. Library should have updated edition of textbooks, referral books, few professional journals and general knowledge magazines as well as storybooks etc. in sufficient numbers.

8. **Audio visual aid** – School must have a TV, DVD player, an overhead projector, LCD projector, laptop for projection computer facility, models, charts, skeleton & manikin/simulators, neonatal resuscitation equipment, home visiting bags, delivery kits etc.

9. **Toilets** – There should be adequate toilets facility in the school building for the students and teachers at least in the ratio 1:10

10. **Garage** – There should be a garage for the mini bus.

ORDINANCE NO. 57
Bachelor Of Physical Education (B.P.Ed.)
(Three Year Degree Course)

This Ordinance shall be applicable to candidates admitted to Bachelor of Physical Education (B.P.Ed.) Duration of course will be 3 years each year shall be of 2 semester

1. **Admission:-**
A candidate who after passing his Higher Secondary (10+2) Examination in any discipline of M.P. Board of Secondary Education or any examination from a recognised Board shall be admitted to the B.P.Ed. first Year Examination.
2. Fees of the course shall be as per Statute 26.
3. For all B.P.Ed. first, second and third year examinations a candidate will be declared successful if He/She obtains at least 33% of the aggregate marks in the subject, the examinee must pass separately in both theory and practical examinations. No division will be assigned in the result of the B.P.Ed. First and Second Year examinations. A division in which a candidate is placed shall be determined on the basis of aggregate of marks obtained in all three years i.e. B.P.Ed. First, B.P.Ed. Second and B.P.Ed. Third Year examinations consisting of six semester
4. A successful candidate who obtains percentage of marks between 33% to 45% shall be placed in Third division, those who obtain between 45% to 60% of marks shall be placed in second division and those candidate who obtain 60% or above percentage of marks placed in first division.
5. The details of courses for 3 year B.P.Ed semester wise. will be decided by Board of Management on the recommendation of Board of Studies & Academic Council from time to time.

6. Regarding Attendance, merit list, condolation of deficiency etc will be as per Ordinance of University from time to time for this purpose.
7. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE No. 58**BACHELOR OF ARCHITECTURE 5 YEAR, DEGREE COURSE (B. Arch)**

This ordinance shall be applicable to candidate admitted for Bachelor of Architecture (B. Arch) degree & shall be governed by rules and regulation given by council of Architecture New Delhi.

1.0 The first degree in Architecture of 5 year (Ten semesters) course, here in after called 5 year degree course, shall be designated as Bachelor of Architecture (B.Arch.)

2.0 ADMISSIONS

Admission of students to the Architecture Course under the faculty of Architecture will be governed by the following regulations.

2.1 The minimum qualification for admission to the first year B.Arch. course shall be qualifying Higher Secondary School Certificate Examination (10+2) with physics, chemistry and math's conducted by the MP. Board of Secondary Education or any other Board or University, recognized equivalent by the State Government of Madhya Pradesh with minimum of 45 % marks in aggregate and Mathematics as one of the subjects (5% will be relaxed for SC/STI other categories).

2.2 Candidate who has qualified the NATA examination conducted by council of Architecture will only be eligible for admission.

2.3 Admission procedure will be as per decided of Board of Management of University.

2.4 The fees of course shall be decided by board of Management of University and number of seats will be as per statute 28.

2.5 THE TEACHING SCHEME

The teaching scheme and the syllabus of B.Arch shall be prepared by the departmental council keeping in view the course outcomes, program outcomes and program educational objectives to prepare the future architects with the expected graduate attributes. These courses shall be revised every year, if required by the departmental council and approved by the Board Of Studies And Academic council respectively.

The duration of B.Arch shall be that of 5 (five) years consisting of 10 (ten) semesters.

While preparing the syllabi of the first and second semesters, care should be taken to see that it should concentrate to strengthen the fundamental concepts useful in the study of architecture

Students in second year and onwards have to study the courses to understand the complexities of the discipline and to know how to solve them. Therefore the syllabi from third to seventh semester should be designed and taught in such a way so that the student should gain in depth knowledge of the discipline.

Eighth and ninth semesters are very crucial for the students as they get matured and start understanding the discipline better. They need to gather more knowledge to become a successful architect. Organizing seminars projects electives and internships are being introduced in these semesters. The syllabus of the electives should be prepared in consultation with professional architects.

The last semester i.e. tenth will be dedicated to the professional project which shall be carried out by the students either inside or outside the campus under the supervision of an academician or a professional.

3.0 EXAMINATIONS - PROMOTION TO HIGHER SEMESTER AWARD OF CREDITS AND GRADES, DIVISION AND CONDONATION OF DEFICIENCIES

4.0 DURATION OF COURSE

- 4.1 There shall be at least Sixteen weeks of teaching in every semester.
- 4.2 One hour of conduct of Lecture (L) / Tutorial (T) / Practical (P) shall normally be equal to one credit as shown in the schemes.
- 4.3 A candidate may provisionally continue to attend next higher year, even if the result of qualifying year I semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.
- 4.4 A candidate will not be promoted to group (b)[4th to 5th Year] until and unless he passes in group A 1st to 3rd year.
- 4.5 The maximum duration of the course shall be Eight Years. However, for one mercy attempt can be granted to student by Vice Chancellor which should be not more than one year on satisfactory reason.

- 4.6 A candidate will not be promoted to next higher class if he fails to pass core subject (Design & Building construction).

5.0 MERIT LIST

- 5.1 Final merit list of first ten (10) candidates in the order of merit shall be declared by the University only after the main examination of the tenth and final semester for B.Arch. degree, on the basis of the integrated performance of all the five years. The merit list shall include the first ten candidates securing at least first division and passing all semesters in single attempts.

6.0 ATTENDENCE

As per Ordinance 11 clause 6.

7.0 MEDIUM OF INSTRUCTION AND EXAMINATION

- 7.1 The medium of instruction and examination shall be English throughout the course of study.

- 7.2 The subjects to be studied in different semester of Bachelor of Architecture shall be as per the schemes, approved by the Board of Study of the UNIVERSITY.

- 8.0 Notwithstanding anything. stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice— Chancellor shall be final.

- 9.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

ORDINANCE NO. 59 AYURVEDACHARYA

B.A.M.S (Bachelor of Ayurvedic Medicine and Surgery)

1. Aims and Objects.- The Bachelor of Ayurveda education shall aim at producing graduates, having profound knowledge of Ashtanga Ayurveda supplemented with knowledge of scientific advances in modern medicine along with extensive practical training so as to become efficient physicians and surgeons fully competent to serve the health care services.

2. Admission qualification.-

The eligibility to seek admission in Bachelor of Ayurveda education are as under-

- (a) 12th standard with science or any other equivalent examination recognised by concerned State Governments and Education Boards with at least fifty per cent. aggregate marks in the subjects of Physics, Chemistry and Biology.
- (b) For reserved category or special category like physically handicapped students in 10+2, they shall be given relaxation in marks for admission in Bachelor of Ayurvedic Medicine and Surgery as per rules for time being in force.
- (c) For foreign students any other equivalent qualification to be approved by the concerned authority may be allowed.

Admission process.- As per State Govt., Govt. of India, or competent authority.

3. Duration of course.- The duration of the course shall be five years and

six months comprising- (a) First Professional

Twelve months

(b) Second Professional

Twelve months (c) Third Professional

- Twelve months (d) Final Professional

- Eighteen months. (e) Compulsory

Rotatory Internship - Twelve months

4. Degree to be awarded.- The candidate shall be awarded Ayurvedacharya (Bachelor of Ayurvedic Medicine and Surgery- B.A.M.S.) degree after passing all the examinations and completion of the prescribed course of study extending over the prescribed period and the compulsory rotatory internship extending over twelve months.

5. Medium of instruction.- The medium of instruction for the course shall be Sanskrit or Hindi or any recognised regional language or English.

6. Scheme of examination.-

- (a) The first professional session shall ordinarily start in July and the first professional examination shall be at the end of one academic year of first professional session;
- (b) The first professional examination shall be held in the following subjects, namely:-
- (i) Padarth Vigyan evam Ayurved Itihas;
 - (ii) Sanskrit;
 - (iii) Kriya Sharir (Physiology);
 - (iv) Rachana Sharir (Anatomy); and
 - (v) Maulik Siddhant evam Ashtanga Hridaya (Sutra Sthan);
- (c) The failed student of first Professional shall be allowed to appear in second professional examination, but the student shall not be allowed to appear in third professional examination unless the student passes all the subjects of first professional examination and maximum four chances shall be given to pass first professional examination within a period of maximum three years.

(2)

- (a) The second professional session shall start every year in the month of July following completion of first professional examination and the second professional examination shall be ordinarily held and completed by the end of month of May or June every year after completion of one year of second professional session;
- (b) The second professional examination shall be held in the following subjects, namely:-
- (i) Dravyaguna Vigyan (Pharmacology and Materia Medica);
 - (ii) Rasashastra evam Bhaishajya Kalpana (Pharmaceutical Science);
 - (iii) Roga Nidan evam Vikriti Vigyan (Diagnostic Procedure and Pathology); and
 - (iv) Charak Samhita-Purvardh (an ancient Ayurvedic text, Part -I);
- (c) The failed student of second professional who have passed all the subjects of first professional examination shall be allowed to appear in third professional examination, but the student shall not be allowed to appear in final professional examination unless the student passes all the subjects of second professional examination and maximum four chances shall be given to pass second professional examination within a period of maximum three years.

(3)

- (a) The third professional session shall start every year in the month of July following completion of second professional examination and the third professional examination shall be ordinarily held and completed by the end of the month of May or June every year after completion of ~~one year~~ of third professional session;

(b) The third professional examination shall be held in the following subjects, namely:-

(i) Agad Tantra Vyavahar Ayurveda evam Vidhi Vaidyaka (Toxicology and Medical Jurisprudence);

(ii) Charak Samhita-Uttarardh (an ancient Ayurvedic text, Part -II);

(iii) Swasthavritta and Yoga (Preventive and Social Medicine and Yoga);

(iv) Prasuti evam Striroga (Obstetrics & Gynaecology); and

(v) Bal Roga (Paediatrics);

(c) The failed student of third professional who have passed all the subjects of first and second professional examinations shall be allowed to appear in final professional examination and maximum four chances shall be given to pass third professional examination within a period of maximum three years.

(4)

(a) The final professional session shall be of one year and six months duration and shall start every year in the month of July following completion of third professional examination and the final professional examination shall be ordinarily held and completed by the end of month of October or November every year after completion of one year and six months of final professional session;

(b) The final professional examination shall comprise of the following subjects, namely:-

(i) Shalya Tantra (General Surgery);

(ii) Shalakyata Tantra (Diseases of Head and Neck including Ophthalmology, Ear, Nose, Throat and Dentistry);

(iii) Kayachikitsa (Internal Medicine-including Manas Roga, Rasayan and Vajikarana);

(iv) Panchakarma; and

(vi) Research Methodology and Medical-statistics;

(c) Research Methodology shall remain in the department of Samhita Siddhant but for the purpose of teaching, Biostatistician shall be required as part time to teach Research Methodology;

(d) The student failed in any of the four professional examinations in four chances shall not be allowed to continue his or her studies:

Provided that, in case of serious personal illness of a student and in any unavoidable circumstances, the ViceChancellor of the concerned University may provide one more chance in any one of four professional examinations;

(e) To become eligible for joining the compulsory internship programme, all four

professional examinations shall be passed within a period of maximum nine years including all chances as mentioned above.

7. Compulsory Rotatory Internship.-

- (1) The duration of Compulsory Rotatory Internship shall be one year and the student shall be eligible to join the compulsory internship programme after passing all the subjects from first to the final professional examination and the internship programme shall be start after the declaration of the result of final professional examination.
- (2) The Internship Programme and time distribution shall be as follows:-
 - (a) the interns shall receive an orientation regarding programme details of internship programme along with the rules and regulations, in an orientation workshop, which shall be organised during the first three days of the beginning of internship programme and a work book shall be given to each intern, in which the intern shall enter date-wise details of activities undertaken by him or her during his or her training;
 - (b) every intern shall provisionally register himself with the concerned State Board or Council and obtain a certificate to this effect before joining the internship program;
 - (c) the daily working hours of intern shall be not less than eight hours;
 - (d) normally one-year internship programme shall be divided into clinical training of six months in the Ayurvedic hospital attached to the college and six months in Primary Health Centre or Community Health Centre or Rural Hospital or District Hospital or Civil Hospital or any Government Hospital of modern medicine:

Provided that where there is no provision or permission of the State Government for allowing the graduate of Ayurveda in the hospital or dispensary of Modern Medicine, the one-year Internship shall be completed in the hospital of Ayurvedic college.

3. The clinical training of six or twelve months, as case may be, in the Ayurvedic hospital attached to the college or in non-teaching hospitals approved by Central Council of Indian Medicine shall be conducted as follows:-

Sl.No. Departments Distribution of six months Distribution of twelve months

- (i) Kayachikitsa Two months Four Months
- (ii) Shalya One month Two months
- (iii) Shalakyas One month Two months
- (iv) Prasuti evam Striroga One month Two months

(v) Balroga-Kaumarabhritya Fifteen days One month

(vi) Panchakarma Fifteen days One month

4. Six months training of interns shall be carried out with an object to orient and acquaint the intern with the National health Programme and the intern shall undertake such training in one of the following institutes, namely:-

(a) Primary Health Centre;

(b) Community Health Centre or District Hospital;

(c) Any recognised or approved hospital of modern medicine;

(d) Any recognised or approved Ayurvedic hospital or Dispensary:

Provided that all the above institutes mentioned in clauses (a) to (d) shall have to be recognised by the concerned University and concerned Government designated authority for taking such a training.

5. Detailed Guidelines for internship programme.- The guidelines for conducting the internship clinical training of six or twelve months in the Ayurvedic Hospital attached to the college and the intern shall undertake the following activities in the respective department as shown below:-

(a) **Kayachikitsa**- The duration of internship in this department shall be two months or four months with following activities:-

(i) all routine works such as case taking, investigations, diagnosis and management of common diseases by Ayurvedic Medicine;

(ii) routine clinical pathological work such as haemoglobin estimation, complete haemogram, urine analysis, microscopic examination of blood parasites, sputum examination, stool examination, Mutra evam Mala pariksha by Ayurvedic method, interpretation of laboratory data and clinical findings and arriving at a diagnosis; (iii) training in routine ward procedures and supervision of patients in respect of their diet, habits and verification of medicine schedule;

(b) **Panchakarma**- The duration of internship in this department shall be fifteen days or one month with following activities:-

(i) Panchakarma procedures and techniques regarding purva karma, pradhan karma and pashchat Karma;

(c) **Shalya**- The duration of internship in this department shall be one month or two months and intern shall be practically trained to acquaint with the following activities:-

- (i) diagnosis and management of common surgical disorders according to Ayurvedic principles;
- (ii) management of certain surgical emergencies such as fractures and dislocations, acute abdomen;
- (iii) practical training of aseptic and antiseptics techniques, sterilization;
- (iv) intern shall be involved in pre-operative and post-operative managements;
- (v) practical use of anesthetic techniques and use of anesthetic drugs;
- (vi) radiological procedures, clinical interpretation of X-ray, Intra Venous Pyelogram, Barium meal, Sonography and Electro Cardio Gram;
- (vii) surgical procedures and routine ward techniques such as-
 - (a) suturing of fresh injuries;
 - (b) dressing of wounds, burns, ulcers and similar ailments;
 - (c) incision of abscesses;
 - (d) excision of cysts;
 - (e) venesection; and
 - (f) application of Ksharasutra in ano rectal diseases;
- (d) Shalakyas- The duration of internship in this department shall be one month or two months and intern shall be practically trained to acquaint with the following activities:-
 - (i) diagnosis and management of common surgical disorders according to Ayurvedic principles;
 - (ii) intern shall be involved in Pre-operative and Post-operative managements;
 - (iii) surgical procedures in Ear, Nose, Throat, Dental problems, Ophthalmic problems;
 - (iv) examinations of Eye, Ear, Nose, Throat and Refractive Error with the supportive instruments in OutPatient Department; and
 - (v) procedures like Anjana Karma, Nasya, Raktamokshan, Karnapurana, Shirodhara, Putpak, Kawal, Gandush at Out-Patient Department level;
- (e) Prasuti evam Striroga- The duration of internship in this department shall be one month or two months and intern shall be practically trained to acquaint with the following activities:-
 - (i) antenatal and post-natal problems and their remedies, antenatal and post-natal care;
 - (ii) management of normal and abnormal labours; and
 - (iii) minor and major obstetric surgical procedures;
- (f) Balroga- The duration of internship in this department shall be fifteen days or one month

and intern shall be practically trained to acquaint with the following activities:-

- (i) antenatal and post-natal problems and their remedies, antenatal and post-natal care also by Ayurvedic principles and medicine;
 - (ii) antenatal and post-natal emergencies;
 - (iii) care of new born child along with immunization programme; and
 - (iv) important pediatric problems and their Ayurvedic managements.
- (6) The Internship training in Primary Health Centre or Rural Hospital or District Hospital or Civil Hospital or any Government Hospital of modern medicine or Ayurvedic Hospital or Dispensary- During the six months internship training in Primary Health Centre or Rural Hospital or Community Health Centre or District Hospital or any recognised or approved hospital of Modern Medicine or Ayurvedic Hospital or Dispensary, the interns shall –
- (i) get acquainted with routine of the Primary Health Centre and maintenance of their records;
 - (ii) get acquainted with the diseases more prevalent in rural and remote areas and their management;
 - (iii) involve in teaching of health care methods to rural population and also various immunization programmes;
 - (iv) get acquainted with the routine working of the medical or non-medical staff of Primary Health Centre and be always in contact with the staff in this period;
 - (v) get familiarised with the work of maintaining the relevant register like daily patient register, family planning register, surgical register and take active participation in different Government health schemes or programmes;
 - (vi) participate actively in different National Health Programmes implemented by the State Government; and
 - (vii) participate actively in casualty section of the hospital in identification of casualty and trauma cases and their first aid treatment and also procedure for referring such cases to the identified hospitals.

B. Assessment.- After completing the assignment in various Sections, the interns have to obtain a completion certificate from the head of the Section in respect of their devoted work in the Section concerned and finally submitted to Principal or Head of the institute so that completion of successful internship can be granted.

9. Migration of Internship.

- (1) The Migration of internship shall be with the consent of the both college and University, in case of migration is between the colleges and two different Universities.
- (2) In case migration is only between colleges of the same University, the consent of both the colleges shall be required.
- (3) The migration shall be accepted by the University on the production of the character certificate issued by institute or college and application forwarded by the college and University with a "No Objection Certificate", as case may be.

10. Examination.- (1) The theory examination shall have minimum twenty per cent. short answer questions having maximum mark up to forty per cent. and minimum four questions for long explanatory answer having maximum marks up to sixty per cent. and these questions shall cover entire syllabus of subject.

- (2) The minimum marks required for passing the examination shall be fifty per cent. in theory and fifty per cent. in practical or clinical or viva-voce, wherever applicable separately in each subject.
- (3) A candidate obtaining seventy-five per cent. marks in the subject shall be awarded distinction in the subject.
- (4) The supplementary examination shall be held within six months of regular examination and failed students shall be eligible to appear in its supplementary examination, as the case may be.
- (5) Each student shall be required to maintain seventy-five per cent. attendance in each subject (in theory and practical) for appearing in the examination and in this regard a class attendance card shall be maintained for each student for the different subjects and the Principal shall arrange to obtain the signature of the students, teachers at the end of each course of lectures and practical instructions and send the cards to each Head of the Department for final completion before the commencement of each examination.
- (6) In case a student fails to appear in regular examination for cognitive reason, he or she shall appear in supplementary examination as regular students, whose non-appearance in regular examination shall not be treated as an attempt and such students after passing examination shall join the studies with regular students and appear for next professional examination after completion of the required period of study.
- (7) The following facts may be taken into consideration in determining class work in the subject-

- (a) Regularity in attendance;

(b) Periodical tests; and

(c) Practical work.

11. Migration.-

(1) The Students may be allowed to take the migration to continue their study to another college after passing the first professional examination, but failed students transfer and mid-term migration shall not be allowed.

(2) For migration, the students shall have to obtain the mutual consent of both colleges and Universities and it shall be against the vacant seat after obtaining "No Objection Certificate" from Central Council.

12.

(1) Number of papers and marks for theory and practical or viva-voce:

S. N	SUBJECT NAME	Class Duration		Theory				Practical				G.Total	
		Theo ry	Practi cal	P- I	P- II	M ax	Mi n	P- I	P- II	M ax	Mi n	M ax	Mi n
	I YEAR (12 MONTHS)		Hours		Total		Total		Total				
1	PADARTHA VIGYAN AND AYURVED ITIHAS	150	0	10 0	10 0	20 0	10 0	0	0	0	0	20 0	10 0
2	SANSKRIT	180	0	10 0		10 0	50	0	0	0	0	10 0	50
3	KRIYA SHARIR	180	180	10 0	10 0	20 0	10 0	100		10 0	50	30 0	15 0
4	RACHANA SHARIR	180	180	10 0	10 0	20 0	10 0	100		10 0	50	30 0	15 0
5	MAULIK SIDDHANT AVUM ASTANG HRIDYA	120	0	10 0		10 0	50	0	0	0	0	10 0	50
II YEAR (12 MONTHS)													
1	DRAVYAGUNA VIGYAN	200	200	10 0	10 0	20 0	10 0	10 0	10 0	20 0	10 0	40 0	20 0
2	RASASHASTRA	200	200	10 0	10 0	20 0	10 0	10 0	10 0	20 0	10 0	40 0	20 0

3	ROG-NIDAN	200	100	10 0	10 0	20 0	10 0	10 0	0	10 0	50	30 0	15 0
4	CHARAK SAMHITA	200	0	10 0	0	10 0	50	0	0	0	0	10 0	50
III YEAR (12 MONTHS)													
1	AGADTANTRA	200	100	10 0	0	10 0	50	50	0	50	25	15 0	75
2	SWASTHAVRITTA	200	100	10 0	10 0	20 0	10 0	10 0	0	10 0	50	30 0	15 0
3	PRASUTI TANTRA EVUM STRIROGA	200	100	10 0	10 0	20 0	10 0	10 0	0	10 0	50	30 0	15 0
4	KAUMARBHARITYA PARICHAYA	200	0	10 0	0	10 0	50	50	0	50	25	15 0	75
5	CHARAK SAMHITA (UTTARARDDHA)	200	0	10 0	0	10 0	50	0	0	0	0	10 0	50
FINAL YEAR (18 MONTHS)													
1	KAYACHIKITSA	200	0	10 0	10 0	20 0	10 0	50	50	10 0	50	30 0	15 0
2	PANCHKARMA	100	3 month clinical	10 0	0	10 0	50	50	0	50	25	15 0	75
3	SHALYA TANTRA	200	0	10 0	10 0	20 0	10 0	10 0	0	10 0	50	30 0	15 0
4	SHALAKYA TANTRA	200	0	10 0	10 0	20 0	10 0	10 0	0	10 0	50	30 0	15 0
5	RESEARCH METHODOLOGY AND MEDICAL STATISTICS	100	0	50	0	50	25	0	0	0	0	50	25

NOTE: The period of theory and practical shall not be less than sixty minutes (one hour) and the duration of the practical of clinical subjects and Rachana Sharir (Dissection) shall be of at least one hundred and twenty minutes (two

hours).

(2) Clinical training of the students shall start from third professional onwards.

(3) The clinical training in the hospital attached with college to the students shall be as follows:-

- (i) Kayachikitsa (Indoor and Outdoor): - Eighteen Months
- (a) Kayachikitsa (Samanya) - Six months
- (b) Manasroga - Three months
- (c) Rasayan and Vajikaran - Three months
- (d) Panchakarma - Three months
- (e) Rog Nidan evam Vikriti Vigyan - Three months
- (ii) Shalya (Indoor and Outdoor): Nine Months
- (a) Shalya (Samanya) - Three months (minimum one-month in Operation Theatre)
- (b) Shalya (Kshar and Anushastra Karma) - Three months (minimum one-month in Operation Theatre)
- (c) Ksharsutra - Two months
- (d) Anaesthesia - Fifteen days
- (e) Radiology - Fifteen days
- (iii) Shalaky Tantra (Indoor and Outdoor): Four months (minimum one-month in Operation Theatre)
- (iv) Prasuti evam Stiroga (Outdoor and indoor) : Three months
- (v) Kaumarabhritya (Outdoor and indoor) : One month (vi) Atyayik (casualty) : Two months

14. Appointment of Examiner in Ayurveda.- No person other than regular or retired teacher or researcher with minimum three years teaching or research experience in the concerned subject shall be considered eligible for examinership”.

15. Syllabus of Ayurvedacharya (BAMS) course will be changes time to time as per the direction of Competent authority e.i. Central council of Indian Medicine, New Delhi or direction of Ministry, of AYUSH Govt. of India.

Ordinance No. 60

**POST-GRADUATE DEGREE COURSES OF AYURVEDA - AYURVEDA
VACHASPATI (M.D.)/AYURVEDA DHANVANTARI (MS.)**

1. **Aims and objects-** The aims of the post-graduate degree courses shall be to provide orientation of specialties and super-specialties of Ayurveda, and to produce experts and specialists who can be competent and efficient teachers, physicians, surgeons, gynaecologists and obstetricians (Stri Roga and Prasuti Tantragya), pharmaceutical experts, researchers and profound scholars in various fields of specialisation of Ayurveda.
2. **Specialties in which post-graduate degree shall be conducted.-** The post-graduate degrees shall be allowed in the following specialties as under:-

Sl.No.	Name of speciality	Nearest terminology of modern subject	Department in which post-graduate degree can be conducted
Pre-clinical speciality			
1	Ayurveda Samhita evam Siddhant	Ayurveda Samhita and basic principles of Ayurveda	Samhita and basic principles of Ayurveda
2	Rachana Sharira	Anatomy	Rachana Sharira
3	Kriya Sharira	Physiology	Kriya Sharira
Para-clinical speciality			
4	Dravyaguna Vigyana	Materia Medica and Pharmacology	Dravyaguna
5	Rasa Shastra evam Bhaishajya Kalpana	Ayurveda Pharmaceuticals	Rasa Shastra evam Bhaishajya Kalpana
6	Roga Nidana evam Vikriti Vigyana	Diagnostic Procedure and Pathology	Roga Nidana evam Vikriti Vigyana
Clinical speciality			
7	Prasuti evam Stri Roga	Obstetrics and Gynecology	Prasuti evam Stri Roga
8	Kaumarabhritya -Bala	Pediatrics	Kaumarabhritya- Bala
9	Swasthavritta	Preventive Social Medicine	Swasthavritta and Yoga
10	Kayachikitsa	Medicine	Kayachikitsa
11	Rasayana evam	Rejuvenation and Aphrodisiacs	Kayachikitsa
12	Mano Vigyana evam Manasa Roga	Psychiatry	Kayachikitsa
13	Shalya	Surgery	Shalya Tantra

14	Shalakyā	Diseases of Eye, Ear, Nose, Throat Head, Neck, Oral and Dentistry	Shalakyā Tantra
15	Panchakarma	Panchakarma	Panchakarma
16	Agada Tantra	Toxicology and Forensic Medicine	Agada Tantra.
17	Yoga	Yoga	Swasthavritta and Yoga

3. Nomenclature of post-graduate degree.- The nomenclature of post-graduate degree in respective specialties shall be as under:-

Sl.No. (1)	Nomenclature of specialty or degree (2)	Abbreviation (3)
Pre-clinical specialty		
1	Ayurveda Vachaspati – Ayurveda	M.D. (Ayurveda)- Compendium and
2	Ayurveda Vachaspati – Rachana Sharira	M.D. (Ayurveda) - Anatomy
3	Ayurveda Vachaspati – Kriya Sharira	M.D. (Ayurveda) - Physiology
Para-clinical specialty		
4	Ayurveda Vachaspati – Dravyaguna Vigyana	M.D. (Ayurveda) - Materia
5	Ayurveda Vachaspati – Rasa Shastra	M.D. (Ayurveda)- Pharmaceuticals
6	Ayurveda Vachaspati – Roga Nidana evam	M.D. (Ayurveda)- Diagnostic
Clinical specialty		
7	Ayurveda Dhanvantari – Prasuti evam Stri	M.S. (Ayurveda)- Obstetrics and
8	Ayurveda Vachaspati – Kaumarabhritya –	M.D. (Ayurveda)- Paediatrics
9	Ayurveda Vachaspati – Swasthavritta	M.D. (Ayurveda)- Social and Preventive
10	Ayurveda Vachaspati – Kayachikitsa	M.D. (Ayurveda)- Medicine
11	Ayurveda Vachaspati – Rasayana evam	M.D. (Ayurveda)- Rejuvenation and
12	Ayurveda Vachaspati – Mano vigyana evam	M.D. (Ayurveda)- Psychiatry
13	Ayurveda Dhanvantari – Shalya	M.S. (Ayurveda)- Surgery
14	Ayurveda Dhanvantari – Shalakyā	M.S. (Ayurveda)- Diseases of Eye,
15	Ayurveda Vachaspati – Panchakarma	M.D. (Ayurveda)- Panchakarma
16	Ayurveda Vachaspati – Agada Tantra	M.D. (Ayurveda)- Toxicology and
17	Ayurveda Vachaspati – Yoga	M.D. (Ayurveda)- Yoga

Note 1: The post-graduate degree holder in the old nomenclature, namely, Ayurveda Vachaspati-Ayurveda Sidhant, Ayurveda Vachaspati- Ayurved Samhita, Ayurveda

Vachaspati- Kriya Sharir (Dosha-Dhatu-Mala Vigyana) and Ayurveda Vachaspati-Bhaishajya Kalpana as mentioned in Post-graduate Education Regulations, 2005, may be appointed in the concerned department like, holder of Dosha Dhatu Malavigyana in the department of Kriya Sharira, holder of Samhita or Siddhant in the department of Samhita and Basic Principles of Ayurveda, holder of Bhaishajya Kalpana in the department of Rasa Shastra evam Bhaishajya Kalpana. Similarly, The post-graduate degree holder in the old nomenclature, namely, Ayurveda Dhanvantri - Shalya - Samanya, Ayurveda Dhanvantri - Kshar Karma evam Anushastra Karma, Ayurveda Dhanvantri - Shalakya - Netra Roga, Ayurveda Dhanvantri - Shalakya - Shiro- Nasa Karma evam Kantha Roga, Ayurveda Dhanvantri - Shalakya - Danta evam Mukha Roga, Ayurveda Vachaspati-Sangyahan, Ayurveda Vachaspati-Chhaya evam Vikiran Vigyan, Ayurveda Dhanvantri - Asthi Sandhi and Marmagat Roga and Ayurveda Vachaspati- Swastha Vritta and Yoga as mentioned in Post-graduate Education Regulations, 2012, may be appointed in the concerned department like, holder of Shalya - Samanya in the department of Shalya, holder of Kshar Karma evam Anushastra Karma in the department of Shalya, holder of Shalakya - Netra Roga in the department of Shalakya, holder of Shalakya - Shiro- Nasa Karma evam Kantha Roga in the department of Shalakya, holder of Shalakya - Danta evam Mukha Roga in the department of Shalakya, holder of Sangyahan in the department of Shalya, holder of Chhaya evam Vikiran Vigyan in the department of Rog Nidan, holder of Asthi Sandhi and Marmagat Roga in the department of Shalya and holder of Swasthavritta and Yoga in the department of Swasthavritta.

Note 2: The post-graduate degree holder of newly developed speciality, namely, Ayurveda Vachaspati- Yoga as mentioned in these regulations, may be considered for appointment in their corresponding department mentioned under regulations 4 like holder of Yoga in department of Swasthavritta and Yoga.

4. Minimum requirement for post-graduate institution where under-graduate course is in existence. -The post-graduate institute where under-graduate course is in existence shall fulfill requirements for a PG institution as per MSR of Indian Medicine system Under the Ministry of AYUSH Govt. of India.

5. Mode of admission-

(1) A person possessing the degree of Ayurvedacharya (Bachelor of Ayurveda Medicine

and Surgery) from a recognized University or Board or medical institution and enrolled in Central or State register of Indian Systems of Medicine shall be eligible for admission in the post-graduate degree course.

(2) All admission should be under guidance of State Government or Ministry of AYUSH Govt. of Indian.

(3) Reservation for all categories shall be applicable as per the policy of the Central Government or the concerned State Government.

(4) Change of subject shall be permissible within a period of two months from the date of admission, subject to availability of vacancy and guide in the concerned department.

6. Duration of course and attendance-

(1) The student shall have to undergo study for a period of three years after the admission.

(2) The student shall have to attend minimum seventy-five per cent. of total lectures, practicals and clinical tutorials or classes to become eligible for appearing in the examination.

(3) The student shall have to attend the hospital and other duties as may be assigned to him during the course of study.

(4) The student of clinical subject shall have to do resident duties in their respective departments and student of non-clinical subject shall have duties in their respective departments like Pharmacy or Herbal Garden or Laboratory during the course of study.

(5) The student shall attend special lectures, demonstrations, seminars, study tours and such other activities as may be arranged by the teaching departments.

(6) The maximum duration for completion of the course shall not exceed beyond the period of six years from the date of admission to the course.

7. Method of training.-

(1) In the first year of the course, the students shall have to acquire knowledge in the applied aspects of the fundamentals of Ayurveda

(2) Intensive training shall be provided in classical knowledge along with comparative and critical study in the respective specialty.

(3) The emphasis shall be given on intensive applied and hands on training.

(4) The student shall have to acquire the knowledge about the methods and techniques of research in the respective fields making use of information technology.

- (5) In clinical subjects, students shall undertake responsibility in management and treatment of patients independently and deal with emergencies.
- (6) The student shall undertake training in teaching technology and research methods and shall participate in the teaching and training programs of under-graduate students or interns in the respective subjects during the course of studies.
- (7) In the clinical training, the student shall have to acquire knowledge of independent work as a specialist.
- (8) In the specialties of Shalya, Shalakyā and Prasuti - Stri Roga, the student shall undergo training of investigative procedures, techniques and surgical performance of procedures and management in the respective specialty.

8. Dissertation.-

- (1) Central Scientific Advisory Post Graduate Committee appointed by Central Council of Indian Medicine shall suggest the areas of Research and topics to be focused every academic year to make campaigning of evidence based Ayurveda to the need of global standards and achieve publications and the same shall be followed by University Committee while approving the Dissertation title.
- (2) The title of the dissertation along with the synopsis, with approval of the Ethics Committee constituted by the institute as per regulations of concerned recognised University, shall be submitted to the University within a period of six months from the date of admission to the post-graduate course.
- (3) If the student fails to submit the title of dissertation and synopsis within the period specified under sub-regulation (2), his terms for final post-graduate course shall be extended for six months or more in accordance with the time of submission of the synopsis to the University.
- (4) The synopsis of the proposed scheme of work shall indicate the expertise and action plan of work of the student relating to the proposed theme of work, the name of the department and the name and designation of the guide or supervisor and co-guide (if any).
 - a. The University shall approve the synopsis not later than three months after submission of the synopsis.
- (5) A Board of Research Studies shall be constituted by the University for approving the title.
- (6) The University shall display the approved synopsis of dissertation on their website.

- (7) The subject of every dissertation shall be research oriented, practical oriented, innovative and helpful in the development of Ayurveda system and the subject of the dissertation shall have relation with the subject matter of the specialty.
- (8) Once the title for dissertation is approved by the Board of Research Studies of the University, the student shall not be allowed to change the title of the proposed theme of work without permission of the University.
- (9) No student shall be allowed to submit the dissertation before six months of completion of course and the student shall continue his regular study in the institution after submission of dissertation to complete three years.
- (10) The dissertation shall contain the methods and data of the research carried out by the student on the problem selected by him and completed under the guidance of the guide or supervisor approved by the University.
- (11) The dissertation shall consist of critical review of literature, methodology, results of the research, discussion on the basis of research findings of the study, summary, conclusion, and references cited in the dissertation shall be suitable for publication.
- (12) The dissertation shall consist of not less than forty thousand words.
- (13) The dissertation shall contain, at the end, a summary of not more than one thousand and five hundred words and the conclusion not exceeding one thousand words.
- (14) The guide or supervisor shall be a person of status of a Professor or Reader or Associate Professor.
- (15) Lecturer or Assistant Professor having five years University approved teaching experience in the subject concerned shall eligible for guide or supervisor.
- (16) Five copies of the bound dissertation along with a certificate from the supervisor or guide shall reach the office of the Registrar of the University four months before the final examination.
- (17) The dissertation shall be assessed by two external examiners and two internal examiners appointed by the University.
- (18) The dissertation shall be accepted only after the approval of examiners appointed under sub-regulation (17) and in case of disapproval by one external examiner, the dissertation shall be referred to third external examiner approved by the University concerned.
- (19) If the dissertation is not accepted by two external examiners, the same shall be

returned to the student with the remarks of the examiners and the student shall resubmit the dissertation after making necessary improvement in the light of examiners' report to the University within a further period of six months.

(20) The student shall be permitted to appear in the final examination of post-graduate degree course only after approval of the dissertation by the examiners.

(21) Inter-disciplinary research may be done by co-opting the guide or supervisor from the concerned specialty.

(22) If a para-clinical or pre-clinical subject student takes a thesis topic involving clinical trials then he/she shall work under co-guide of a clinical teacher of the speciality concerned for preparing the thesis

9. Examination and assessment.-

(1) The post-graduate degree course shall have two examinations in the following manner, namely:-

(a) the preliminary examination shall be conducted at the end of one academic year after admission;

(b) the final examination shall be conducted on completion of three academic years after the admission to post-graduate course;

(c) examination shall ordinarily be held in the month of June or July and November or December every year;

(d) for being declared successful in the examination, student shall have to pass all the subjects separately in preliminary examination;

(e) the student shall be required to obtain minimum fifty per cent. marks in practical and theory subjects separately to be announced as pass;

(f) if a student fails in preliminary examination, he shall have to pass before appearing in the final examination;

(g) if the student fails in theory or practical in the final examination, he can appear in the subsequent examination without requiring to submit a fresh dissertation;

(h) the subsequent examination for failed candidates shall be conducted at every six months interval; and

(i) the post-graduate degree shall be conferred after the dissertation is accepted and the student passes the final examination.

(2) The examination shall be aimed to test the clinical acumen, ability and working

knowledge of the student in the practical aspect of the specialty and his fitness to work independently as a specialist.

- (3) The clinical examination shall be judge the competence of the student in Ayurveda and scientific literature of the specialty.
- (4) The *viva-voce* part of the practical examination shall involve extensive discussion on any aspect of subject or specialty.

10. Subjects of examination.-

- (1) The preliminary examination at the end of one academic year after admission shall be conducted in the following subjects, namely:-

Paper I- Research Methodology and Bio or Medical Statistics; Paper II-Applied aspects regarding concerned subjects.

- (2) The student shall have to undergo training in the department concerned and shall maintain month-wise record of the work done during the last two years of study in the specialty opted by him as under:-

- (a) study of literature related to specialty;
- (b) regular clinical training in the hospital for student of clinical subject;
- (c) practical training of research work carried out in the department, for student of pre-clinical and para-clinical subject;
- (d) participation in various seminars, symposia and discussions; and
- (e) progress of the work done on the topic of dissertation.

- (3) The assessment of the work done by the students of first year post-graduate course during the first year as specified in sub-regulation (2) shall be done before the preliminary examination.
- (4) The final examination shall include dissertation, written papers and clinical or practical and oral examination.
- (5) There shall be four theory papers in each specialty and one practical or clinical and viva-voce examination in the concerned specialty or group of sub-specialties selected by the student for special study.
- (6) The student shall publish or get accepted minimum one research paper on his research work in one journal and one paper presentation in regional level seminar.

11. Mode of examination and appointment of examiner(s)-

- (1) The preliminary examination and final examination shall be held in written,

practical or clinical and oral examination.

- (2) The preliminary examination shall be conducted by a team of two examiners, out of which one examiner shall be external from any other institution and the final examination shall be conducted by a team of four examiners, out of which two examiners shall be external from any other institution.
- (3) A teacher with five years teaching or research experience in concerned subject or speciality shall be considered eligible for being appointed as an examiner.

12. Facilities for post-graduate students.- The stipend and contingency shall be provided at the rates decided by the Central Government for institutes of its control or respective State Government for institutes of its control or University, as the case may be.

13. The maximum number of students in post-graduate course.- The maximum number of students per year per speciality shall not exceed twelve.

14. Medium of instruction.- The medium of instruction shall be Sanskrit or Hindi or any recognized regional language or English.

15. Qualifications and Experience for teaching staff- The qualifications and experience for teaching staff shall be as follows:-

(a) Essential qualification-

- (i) A Bachelor degree in Ayurveda from a University as recognised under the Act;
- (ii) a Post-graduate degree in the subject or specialty concerned included in the Schedules to the Act.

(b) Experience-

(i) **For the post of Professor:** Total teaching experience of ten years in concerned subject or five years teaching experience as Associate Professor (Reader) in concerned subject or total ten years research experience in regular service in Research Councils of Central Government or State Government or Union territory or University or National Institutions with not less than five papers published in a recognised journal.

(ii) **For the post of Reader or Associate Professor:** Teaching experience of five years in concerned subject or total five years research experience in regular service in Research Councils of Central Government or State Government or Union territory or University or National Institutions with not less than three papers published in a recognised journal.

(iii) **For the post of Assistant Professor or Lecturer at the time of first appointment,** the age shall not exceed forty-five years and no teaching or research experience is required.

(c) Qualification and experience for the post of Head of the Institution -The qualification

and experience for the post of Head of the Institution (Principal or Dean or Director) shall be the qualification and experience prescribed for the post of Professor.

(d) **Provision of allied subject:** In absence of the candidate of post-graduate qualification in the subject concerned as mentioned in column (2) of the table, the candidate of post-graduate qualification in the allied subjects as mentioned in column (3) of the table, shall be considered eligible for the post of Lecturer or Assistant Professor, Reader or Associate Professor and Professor:-

Sl. No. (1)	Specialty required (2)	Name of the allied subjects (3)
1.	Swasthavritta	Kayachikitsa
2.	Agada Tantra	Dravyaguna or Rasashastra
3.	Roga Vigyana	Kayachikitsa
4.	Rachana Sharira	Shalya
5.	Kriya Sharira	Ayurveda Samhita evam Siddhant or Kayachikitsa
6.	Shalakya	Shalya
7.	Panchakarma	Kayachikitsa
8.	Balaroga	Prasuti evam Striroga or Kayachikitsa
9.	Kayachikitsa	Manasaroga
10.	Shalya	Nischetana evam Ksha- kirana
11.	Prasuti evam Strirog	Shalya Tantra

Note 1: The provision of allied subjects may be allowed for five years from the date of publication of these regulations.

Note 2: The research experience of regular Doctor of Philosophy (Ph.D.) holder may be considered equivalent to one year teaching experience.

16. Date of completion of permission process and cut-off-date for admission in Ayurveda Colleges.-

(1) The process of grant or denial of permission to the Ayurveda colleges for taking admissions in post-graduate course shall be decided by the CCIM under the guidance of AYUSH Ministry Govt. of India.

Ordinance No. 61**POST-GRADUATE DIPLOMA COURSES OF AYURVEDA****1. Aims and Objects.—**

- (1) To produce efficient Ayurved specialist in clinical specialities.
- (2) To produce the experts in various specialities for research and development in the field of Ayurved e.g. Dravyaguna, Rasashastra, Bhaishajya Kalpana etc.
- (3) To have the skills and competence to diagnose and manage the conditions in respective area of specialities.

2. Specialities for Post-graduate diplomas are as follows.—

1. Panchakarma
2. Kshar Karma
3. Ayurvedic Pharmaceutics
4. Twak Roga
5. Ayurvedic Dietetics
6. Swasthavritta and Yoga
7. Prasuti Evum Striroga
8. Balroga
9. Ayurvedic Pharmacognosy & Standardization (Dravyaguna Vigyan)
10. Manasik Swasthya
11. Netraroga Vigyan
12. Rasayan and Vajikaran
13. Ayurvedic Sangyahara
14. Chhaya Avum Vikiran Vigyan
15. Marma Avum Asthi Chikitsa (Orthopaedics)
16. Rog Nidan Vidhi (Diagnostic techniques)

3. The Nomenclature, the subject of Post-graduate Diploma Course and the Department under which the subject courses shall be included is as

Sl. No	Full Nomenclature	Abbreviation and English equivalent	Department under which the subject
1.	Diploma in Panchakarma	D. Panchkarma	Panchkarma Department
2.	Diploma in Kshar Karma	D. Kshar Karma	Shalya Department
3.	Diploma in Ayurvedic Pharmaceutics— Ras Shastra &	D. Ras Shastra and Bhaishajya	Rasashastra and Bhaishajya
4.	Diploma in Ayurvedic Cosmetology & Skin	D. Dermatology (Ay.)	Kayachikitsa Department
5.	Diploma in Ayurvedic Dietetics	D.N. (Ay.) [Diploma in Nutrition-Ay.]	Swasthavritta Department
6.	Diploma in Swasthavritta and Yoga	D.P.H. (Ay.) [Diploma in Public	Swasthavritta Department

7.	Diploma in Prasuti & Striroga	D.G.O.(Ay.) [Diploma in Obstetrics and Gynecology-	Prasuti & Striroga Department
8.	Diploma in Balroga	D.Ch. (Ay.) [Diploma in Paediatrics-Ay.]	Balroga Department
9.	Diploma in Dravyaguna (Pharmacognosy and	D. Pharmacognosy (Ay.)	Dravyaguna Department
10.	Diploma in Manasik Swasthya Vigyan	D.P.M. (Ay.) [Diploma in Psychiatry-Ay.]	Manasroga/Kayachikitsa/ Panchkarma
11.	Diploma in Netra Roga Vigyan	D.O. (Ay.) [Diploma in Ophthalmology-Ay.]	Shalakya Department
12.	Diploma in Rasayan and Vajikaran	D. Geriatrics (Ay.)	Kayachikitsa
13.	Diploma and Ayurvedic Sangyahan	D.A. (Ay.) [Diploma in Anesthesiology-	Shalya Department
14.	Diploma in Chhaya evam Vikiran Vigyan	D.M.R.D. (Ay.) [Diploma in Radiodiagnosis - Ay.]	Shalya/Rog Nidan Department
15.	Marma evam Asthi Chikitsa (Orthopaedics)	D. Ortho (Ay.) [Diploma in Orthopaedics-Ay.]	Shalya Department
16.	Rog Nidan Vidhi (Diagnostic techniques)	D.C.P. (Ay.) [Diploma in Clinical Pathology - Ay.]	Rog Nidan Department

4. Mode of Admission.—

(a) Eligibility Criteria :—

1. A person possessing the degree in Ayurvedacharya (Bachelor of Ayurvedic Medicine and Surgery) of a University or Board or medical institution specified in the Second Schedule to the Act shall be eligible for admission in the Post Graduate Diploma Course.
2. The University or Board or medical institution as the case may be, shall constitute an admission Committee, which shall supervise the admission procedure.

(b) Mode of selection:—Selection of candidates shall be made strictly on the basis of final merit list prepared out of aggregate marks of Under-graduate Course of all professional examinations of the candidates for all categories.

5. Period of study and attendance.—(1) The period of training for obtaining a Post Graduate Diploma shall be "Two" completed years including the examination period.

- (2) The students shall have to attend at least 75% in theory and practical of total lectures and practicals and seminars to become eligible for appearing in the examination, every year as prescribed by Council.
- (3) The students shall have to perform all hospital duties and other duties as may be assigned to them during the course of study.
- (4) The students shall have to attend special lectures, demonstrations, seminars, study tours and such other activities as per curriculum prescribed programme.
- (5) The students shall participate in all the teaching and training programmes and other activities of the Department.
- (6) The institution shall conduct at least one Seminar in a week and every student should participate in that Seminar. Every student shall make presentation on identified subject and at least

ten seminars should be presented to make eligible to appear in the final year examination.

6. Method of training.—

- (1) Intensive training shall be provided in classical knowledge along with comparative and critical study in the respective speciality.
- (2) The emphasis shall be given on intensive applied training.
- (3) In the clinical training the student shall undertake the responsibility in the management and treatment of patients independently and deal with emergencies so as to acquire the knowledge of independent work as a specialist.
- (4) In the specialities of Shalya, Shalakya and Prasuti & Striroga the students shall have to undergo training of investigative procedures, techniques and surgical performance of procedure and management in the related specialities.
- (5) The theoretical and teaching and practical training shall be as per syllabus specified by the Council from time to time.

7. Project Work.—(1) In the last six months of second year student have to submit the project work on the subject allotted by guide.

- (2) The subject of project work shall be practical oriented, and helpful in the development of competence in the respective specialities.
- (3) The subject of the project work shall have relation with the subject matter of the speciality.

8. Examinations.—Diploma examination in any subject shall consist of theory, clinical, practical and oral.

- (1) **Theory:** There shall be two theory papers and two sections in each paper. One paper out of these shall essentially consist of the basics of the concerned discipline.
- (2) **Clinical:** Clinical examination of the subject shall be conducted to test/aimed at assessing the knowledge and competence of the candidate for undertaking independent work as a specialist.
- (3) **Practical:** Practical examination shall be conducted to assess practical skill and competence of respective specialities.
- (4) **Viva-Voce:** The Viva-voce examination shall be thorough and shall aim at assessing the candidate's knowledge, competence, understanding of the subject and communication skill of concerned subject which shall form a part of examination.

9. Examination and assessment.—The post-graduate diploma course shall have two examinations in the following manner :—

- (1) The preliminary examination shall be conducted by the institution where student is under going training at the end of one academic year after admission to make the student eligible to appear in the final examination.
- (2) The final examination shall be conducted at the end of second year. The students will have to pass preliminary examination at least 90 days before appearing final year examination.
- (3) The examination shall be aimed to test the clinical acumen, ability and working knowledge of the student in the practical aspect of the speciality and his/her fitness to work independently as a specialist.
- (4) The clinical/practical examination shall aim at a careful assessment of the competence of the student.
- (5) The viva-voce part of the practical examination shall involve extensive discussion on any aspect of the speciality.
- (6) Minimum passing marks shall be 50% in theory and practical separately and maximum grace marks will be 05 in one paper only.
- (7) The Number of Papers and Marks for theory/ practical for First and Second year shall be

as mentioned in Schedule-II.

- (8) The final examination conducted by the University at the end of two years shall cover 75% of II year and 25% syllabus of I year.
- (9) The Question paper of University shall cover each and every topic of the syllabus.
- (10) Minimum 50% shall be the pass marks, however, the result will indicate only Satisfactory/Non- satisfactory.

12. Examiner.—

- (1) The examiner shall be appointed on yearly basis and may be re-appointed after the gap of one year examination.
- (2) The examiner should not be less than the post of Reader/Sr. Lecturer.
- (3) Contractual or temporary teacher shall not be appointed as Examiner.
- (4) The examiner shall possess teaching experience of five years PG teaching.
- (5) The examiner should not be more than the age of 70 years.

10. Minimum requirement for conducting Post Graduate Diploma Course.—(1) Post Graduate Diploma will be conducted in the existing recognized Post Graduate Centres under the concerned subject of Post Graduate Degree.

- (2) The Centre shall have adequate infrastructure, equipments, faculty and facilities required for training in the related speciality and subject.

11. Rights and Privileges of PG Diploma Holders.—

- (1) To practice in concerned discipline as a specialist.
- (2) Post Graduate Diploma Holder shall be eligible to join Post Graduate i.e. MD (Ay.)/MS (Ay.) Ayurved Courses in the concerned speciality and the duration of MD (Ay.)/MS (Ay.) Ayurved Course for such candidates shall be two years only.

12. Number of students for each course.—Number of students shall be proportional to the intake of admission to P.G. Degree Courses or maximum of 05 students in each subject.

13. Criteria for Recognition.—1. An institution recognized by Ministry of AYUSH Government of India.

2. PG Diploma will be conducted where Post-graduate degree course is being conducted by the Institution.
3. The Centre shall satisfy the Minimum requirements of Under-graduate and Post-graduate training as prescribed by the Council depending upon the type of training to be conducted in Diploma.
4. Diploma Course can be conducted in the subject only in which full-fledged PG Course is being conducted.
5. All the facilities of ancillary departments should be available.

14. Fee.—(1) Fee shall be fixed by the Council/ competent authority, from time to time,

15. Number of Papers and Marks for theory/practical for First and Second year :

Sl. No	Subject of Diploma/Specialty	No. of Theor y	No. of Practical	Total Marks in Theory	Total Marks in Practical/
1.	Panchkarma	Two	One	200	100
2.	Kshar Karma	Two	One	200	100
3.	Ayurvedic Pharmaceutics - Ras Shastra and Bhaishajya Kalpana	Two	One	200	100
4.	Ayurvedic Cosmetology and Skin disease	Two	One	200	100
5.	Ayurvedic Dietetics.	Two	One	200	100
6.	Swasthavritta and Yoga	Two	One	200	100
7.	Prasuti and Stiroga	Two	One	200	100
8.	Balroga	Two	One	200	100
9.	Dravyaguna (Pharmacognosy and	Two	One	200	100
10.	Mansik Swasthya Vigyan	Two	One	200	100
11.	Netraroga Vigyan	Two	One	200	100
12.	Rasayan and Vajikaran	Two	One	200	100
13.	Ayurvedic Sangyahan	Two	One	200	100
14.	Chhaya evam Vikiran Vigyan	Two	One	200	100
15.	Marma evam Asth Chikitsa (Orthopeedics)	Two	One	200	100
16.	Rog Nidan Vidhi (Diagnostic techniques)	Two	One	200	100

ORDINANCE NO. 62**DOCTOR OF MEDICINE (M.D.) / MASTER OF SURGERY (M.S.)****GENERAL**

These general rules are subject to alterations from time to time. The degree shall be conferred after the acceptance of thesis and passing in examination (Written, Viva and Practical).

SUBJECTS OF AWARDS**M.D.**

1. Anatomy
2. Physiology
3. Biochemistry
4. Pathology
5. Pharmacology
6. Microbiology
7. Forensic Medicine
8. Community Medicine
9. General Medicine
10. Paediatrics
11. Anesthesiology
12. Peratology, Venereology & Leprosy
13. Respiratory Medicine
14. Psychiatry
15. Radio diagnosis
16. Radiotherapy
17. Emergency Medicine
18. Immuno Haematology and Blood Transfusion
19. Infectious diseases

20. Physical Medicine Rehabilitation

21. Geriatrics

M.S.

1. General Surgery

2. Obstetrics & Gynecology

3. Orthopedics

4. Ophthalmology

5. E.N.T.

AIMS & OBJECTIVES

AIMS

The goal of postgraduate medical education shall be to produce competent specialists and/or Medical teachers.

- Who shall recognize the health needs of the community, and carry out professional obligations ethically and in keeping with the objectives of the national health policy.
- Who shall have mastered most of the competencies, pertaining to the specialty, that are required to be practiced at the secondary and the tertiary levels of the health care delivery system;
- Who shall be aware of the contemporary advance and developments in the discipline concerned;
- Who shall have acquired a spirit of scientific inquiry and is oriented to the principles of research methodology and epidemiology; and
- Who shall have acquired the basic skills in teaching of the medical and paramedical professionals

OBJECTIVES

At the end of the postgraduate training in the discipline concerned the student shall be able to;

1. Recognize the importance to the concerned speciality in the context of the health needs of the

community and the national priorities in the health section.

2. Practice the speciality concerned ethically and in step with the principles of primary health care.
3. Demonstrate sufficient understanding of the basic sciences relevant to the concerned speciality.
4. Identify social, economic, environmental, biological and emotional determinants of health in a given case, and take them into account while planning therapeutic, rehabilitative, preventive and primitive measure/strategies.
5. Diagnose and manage majority of the conditions in the specialty concerned on the basis of clinical assessment, and appropriately selected and conducted investigations.
6. Plan and advise measures for the prevention and rehabilitation of patients suffering from disease and disability related to the speciality.
7. Demonstrate skills in documentation of individual case details as well as morbidity and mortality rate relevant to the assigned situation.
8. Demonstrate empathy and humane approach towards patients and their families and exhibit interpersonal behaviour in accordance with the societal norms and expectations.
9. Play the assigned role in the implementation of national health programme, effectively and responsibly.
10. Organize and supervise the chosen/assigned health care services demonstrating adequate managerial skills in the clinic/hospital or the field situation.
11. Develop skills as a self-directed learner, recognize continuing education needs; select and use appropriate learning resources.
12. Demonstrate competence in basic concepts of research methodology and epidemiology, and be able to critically analyze relevant published research literature.
13. Develop skills in using educational methods and techniques as applicable to the teaching of medical/nursing students, general physicians and paramedical health workers.
14. Function as an effective leader of health team engaged in health care, research or training.

STATEMENT OF THE COMPETENCIES :

Keeping in view the general objectives of postgraduate training, each discipline has developed specific competencies which has been defined and spelt out in clear terms. Each department has produced a statement to bring it to the notice of the trainees in the beginning of the programme so that he or she can direct the efforts towards the attainment of these competencies.

COMPONENTS OF THE POSTGRADUATE CURRICULUM:

The major components of the Postgraduate curriculum shall be :

Theoretical knowledge

Practical and clinical skills.

Writing Thesis / Research articles.

Attitudes including communication skills.

Training in research methodology, Medical Ethics and Medical legal aspects.-

COURSE STRUCTURE**Training Period and Time Distribution**

The period of training for obtaining the degrees shall be three completed years including the period of examination. Provided that in the case of students having a recognised two year postgraduate diploma course in the same subject, the period of training, including the period of examination, shall be two year.

Timing of Examinations:-

The examinations shall be organised on the basis of grading or marking system to evaluate and certify candidate's level of knowledge, skill and competence at the end of the training and obtaining a minimum of 50% marks in theory as well as practical separately shall be mandatory for passing the whole examination. The examination for M.S./ M.D., shall be held at the end of 3 academic years (six academic terms). The academic terms shall mean six months training period.

ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION

Eligibility Criteria: Candidate for M.D./M.S. degree must be An M.B.B.S. of any University recognized by the Medical Council of India and MGU University. Completed one year of Internship by 30th March of calendar year of admission.

Selection of Students:

Students for Postgraduate medical courses shall be selected strictly on the basis of their academic merit. The merit as determined by 'Common Entrance Test' conducted by MGU University/any designated agency approved by MGU University or as decided by Statutory Body.

Provided that wherever entrance test for Postgraduate admission is held the minimum percentage of marks for eligibility for admission to postgraduate medical courses shall be 100 per cent for general category candidates and 40 per cent for the candidate belonging to Scheduled Castes, Scheduled Tribes and Other Backward classes or as prescribed by Statutory Body/Competent Authority.

Migration:

Migration/transfer of students undergoing any postgraduate course shall not be permitted by any University or any authority.

COMMENCEMENT OF COURSE

The M.D /M.S. course shall commence with effect from 2nd May of respective year or as prescribed by Statutory Body/Competent Authority.

REGULATION RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENTS

Examination Regulations - Essentialities for qualifying to appear in professional examinations. The performance in essential components of training are to be assessed, based on:

Attendance:

All candidates joining the Post Graduate training programme shall work as full time residents during the period of training, attending not less than 80% (Eighty percent) of the training during each calendar year, and given full time responsibility, assignments and participation in all facets of the educational process.

Internal Assessment:

Post Graduate students shall maintain a record (log) book of the work carried out by them and the training programme undergone during the period of training including details of surgical operations assisted or done independently by M.S. candidates.

The record books shall be checked and assessed by the faculty members imparting the training.

Internal assessment shall also be based on the following

Basic Medical Sciences

Lectures, Seminars, Journal Clubs, Group Discussions, Participation in laboratory and experimental work, and involvement in research studies in the concerned speciality and exposure to the applied aspects of the subject relevant to clinical specialities.

Clinical disciplines

In service training, with the students being given graded responsibility in the management and treatment of patients entrusted to their care; participation in Seminars, Journal clubs, Group Discussions, Clinical Meetings, Grand rounds, and Clinico - Pathological Conferences; practical training in Diagnosis and medical and Surgical treatment; training in the Basic Medical Sciences, as well as in allied clinical specialities.

APPOINTMENT OF EXAMINERS

No person shall be appointed as an examiner in any subject unless he fulfils the minimum requirements for recognition as a Post Graduate teacher as laid down by the Medical Council of India and has teaching experience of 8 (Eight) years out of which he has not less than 5 (Five) years teaching experience after obtaining Post Graduate degree as a Lecturer / Asstt. Professor. For external examiners, he should have minimum three years experience of examinership for Post Graduate diploma in the concerned subject. Out of internal examiners, one examiner shall be a professor and Head of Department or Head of Department.

There shall be at least four examiners in each subject at an examination out of which, at least 50% (Fifty percent) shall be external examiners. The external examiner who fulfils the condition laid down in clause - 1 above shall ordinarily be invited from another recognised University, from outside the State: provided that in exceptional circumstances examinations may be held with 3 (three) examiners if two of them are external and Medical council of India is intimated with the justification of such examination and the result shall be published in such a case with the approval of Medical council of India.

An external examiner shall be ordinarily been appointed for not more than three years consecutively. Thereafter he may be reappointed after an interval of two years.

The internal examiner in a subject shall not accept external examinership for a college from which external examiner is appointed in his subject.

The same set of examiners shall ordinarily be responsible for the Written, practical or part of examination.

There shall be a Chairman of the Board of paper-setters who shall be an internal examiner and shall moderate the questions.

The Head of the Department of the institution concerned shall ordinarily be one of the internal examiners and second internal examiner shall rotate after every two year.

UNIVERSITY EXAMINATIONS: THEORY AND PRACTICAL THESIS

Every candidate shall carry out work on an assigned research project under the guidance of a recognized Post Graduate Teacher, the result of which shall be written and submitted in the form of a thesis.

Thesis shall be submitted and approved before commencement of theory and clinical / practical examination.

The thesis shall be examined by a minimum of four examiners: two internal and two external, and on acceptance of the thesis by minimum two examiners, including one external, the candidate shall be eligible for appearing for final examination.

THEORY

There shall be four theory papers,

One paper out of these shall be on Basic Medical Sciences, and fourth paper on Recent Advances.

The second and third paper shall be based on syllabus as specified by the concerned subject specialty.

The first and fourth theory paper shall be set and evaluated by two internal examiners and the second and third paper shall be set and evaluated by two external examiners.

The theory examination will be held sufficiently earlier than the Clinical and Practical examination, so that the answer books can be assessed and evaluated before the start of the clinical/Practical and Oral examination.

CLINICAL / PRACTICAL AND ORAL EXAMINATION

Practical examination shall consist of carrying out special investigative techniques for Diagnosis and Therapy.

Oral examination shall be comprehensive to test the candidate's overall knowledge of the subject.

CRITERIA FOR PASSING

A candidate shall secure not less than 50⁰/ marks in each head which shall include (1) Theory (2) Practical / Clinical and viva voce examination.

RESULT OF EXAMINATION

No marks will be assigned.

The fitness of the candidate for award of degree will be decided by all four examiner,

The results of the examinations will be declared as Pass/Fail in the concerned subject.

CANCELLATION OF ADMISSION

The admission of the student at any stage of the study shall be cancelled by the Vice Chancellor based on the recommendation of the head of the institution if:

He/ She is not found to be qualified or eligible as per MCI norms and guidelines.

He/She is found to have produced false / forged documents or found to have used unfair means to secure admission.

He/ she is found to be involved in serious breach of discipline in the institution or the University camp.

**ORDINANCE NO. 63
BACHELOR OF UNANI**

**BACHELOR OF UNANI MEDICINE & SURGERY
(KAMIL-E-TIBB-O-JARAHAT) (BUMS):**

The candidates seeking admission to BUMS Course must have passed Intermediate/Senior School Certificate Examination (C.B.S.E.) (12 year course)/Indian School Certificate Examination (12 years course) or any other equivalent recognised examination thereto with 50% or more marks in the aggregate of three subjects i.e. Physics, Chemistry, Biology and has also passed one language except S.U.P.W. from the recognised school conducting regular classes (except Patrachar Vidhyalaya & Open School) situated within the NCT of Delhi only. While deciding the merit the marks obtained in the English or language will not be taken into consideration.

- Note:** (i) The candidates in order to become eligible for admission to BUMS course under OBC category must obtain 45% marks in qualifying examination i.e. class XIIth examination.
- (ii) The candidates in order to become eligible for admission to BUMS course under SC/ST categories must obtain 40% marks in qualifying examination i.e. class XIIth examination.
- (iii) Provided that the student has passed in all the Subjects separately required for purpose of the admission in BUMS Course.
- (iv) For admission to above course he/she must has passed Urdu and English as a subject either at the qualifying examination or High School/Matriculation/Secondary Examination or equivalent.
- (v) All the admitted candidates in BUMS Course are required to submit a certificate that he/she has passed 8th Class Examination with Hindi. If he/she fails to submit the same certificate, he/she will not

be awarded the degree of BUMS course until he/she submits the certificate to this effect.

- (vi) The candidates belonging to General PH category must have secured a minimum of 45% marks, PH-SC/PH-ST categories must have obtained a minimum 40% marks and PH-OBC categories must have obtained a minimum of 45% marks in qualifying examination i.e. class XIIth examination.

(III) EDUCATIONAL QUALIFICATION FOR 15% ALL INDIA QUOTA:

The candidates must have passed the prescribed qualifying examination from a recognised Indian University/Boards conducting regular classes from a recognised School (except Patrachar & Open School) Ref: Clause 6 (A) & (B).

3. MEDIUM OF INSTRUCTION AND EXAMINATION:

- (i) Hindi will be the medium of instruction and examination for BAMS Degree Course.
- (ii) Urdu will be the medium of instruction and examination for BUMS Degree Course

4. RESERVATION OF SEATS:

(A) For Scheduled Castes (SC)/Scheduled Tribes (ST):

22½ % (15% Scheduled Castes and 7½% for Scheduled Tribes) seats are reserved for persons belonging to Scheduled Castes/Tribes. A Scheduled Caste/Tribe candidate while applying for admission for any of the courses will attach alongwith the application form a certificate to the effect that he/she belongs to Scheduled Caste/ Tribe from any of the competent authorities as listed below without which, concession of Scheduled Caste/Tribe will not be given:-

- (i) District Magistrate/Additional District Magistrate/
Deputy Commissioner/Additional Deputy
Commissioner/Sub Divisional Magistrate/Taluka
Magistrate/Executive Magistrate/Extra Assistant
Commissioner.

- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar.
- (iv) Sub-Divisional Officer of the area where the candidate and or his/her family normally resides.
- (v) Administrator/Secretary to Administrator/Development Officer (Lacadive and Minicoy Island).

Provided that, if any seat(s) reserved for the candidates belonging to SC and ST categories remains unfilled due to non-availability of eligible candidate(s) under that category, the same shall be filled in the following manner:

- (a) Such unfilled seat(s) will be offered to the eligible candidates of the other category i.e. seat(s) of SC category to ST category candidates or vice-versa as the case may be.
- (b) If the seat(s) remains unfilled even after applying the above provision, the unfilled seats reserved for SC/ST Category, if any, will be kept vacant.

B) Five percent (5%) seats are reserved on compartmental horizontal basis for the candidates belonging to Children, Widows and Wives of Armed and Para Military Personnel (CWWAPP):

As per the guidelines approved by the Academic Council, admission of candidate belonging to CW categories have to be made in the following order of priorities:

- (i) Widows/Wards of Defence personnel killed in action;
- (ii) Wards of serving personnel and ex-servicemen disabled in action;
- (iii) Widows/Wards of Defence personnel who died in peace time with death attributable to military service;
- (iv) Wards of Defence personnel disabled in peace time with disability attributable to the military service; and
- (v) Wards of Ex-servicemen personnel and serving personnel including personnel of police forces who are in receipt of Gallantry Awards.

Category-V (Gallantry Awards) include: Param Vir Chakra, Ashok Chakra, Sarvottam Yudh Seva Medal, Maha Vir Chakra, Kirti Chakra, Uttam Yudh Seva Medal, Vir Chakra, Saurya Chakra, Yudh Seva Medal, Sena, Nau Sena, Vayusena Medal, Mention-in-

Despatches, President's Police Medal for Gallantry, Police Medal for Gallantry.

Authorities Competent to issue certificates under CW category:

- (i) Secretary, Kendriya Sainik Board, Delhi.
- (ii) Secretary, Rajya/Zila Sainik Board,
- (iii) Officer-in-Charge, Record Office.
- (iv) 1st class stipendiary Magistrate.
- (v) Ministry of Home Affairs (for police personnel in receipt of Gallantry Awards).

In case any seat remains unfilled by the above category of candidates, the same will be filled up from un-reserved category.

If a CWWAPP category candidate belong to SC, ST or OBC category, he/ she should also enclose appropriate certificate as mentioned.

C) For Physically Handicapped (PH) Category:

- (i) Three percent (3%) seats are reserved on compartmental horizontal basis for the candidates belonging to the Physically Handicapped category. One seat in each course is reserved under 85% Quota. The Physically Handicapped candidates having disability of lower limbs form 50% to 70% only are eligible and may apply under this category. The application form should be accompanied by certificate certifying valid physical disability issued by a duly notified Medical Board of a District/Government Hospital set up for examining the physically challenged candidates under the provision of the persons with Disability (equal opportunities, protection of rights and full participation) Act 1995. The certificate should indicate the extent of permanent physical disability (i.e. percentage) and it should bear the photograph of the candidate concerned and it should be countersigned by one of the Doctors constituting the Board issuing the certificate.

If a physically handicapped category candidate belongs to SC/ST/OBC category, he/ she should also enclose appropriate certificate as clause 4(A).

D) For Other Backward class category (OBC):

Candidates belonging to OBC category, while applying for admission to BAMS/BUMS Courses, should enclose a copy of the certificate alongwith the Application Form to the effect that he/she belongs to OBC Category duly certified by one of the competent authorities as listed below. However, the OBC status is to be determined on the basis of the Central List of OBCs notified by the Ministry of Social

Justice and Empowerment on the recommendations of the National Commission for Backward Classes available at their website (<http://ncbc.nic.in/backwardclasses/index.html>).

The authorities competent to issue Caste Certificates are indicated below:

- (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/Deputy Collector/ 1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/ Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar.
- (iv) Sub-Divisional Officer of the area where the candidate and /or his family resides.

The candidate should not belong to Creamy Layer. The proof of non-creamy layer certificate (for the current financial year) issued by one of the Competent Authorities as mentioned above should be submitted alongwith the Application Form.

- Note:**(i) The candidates in order to become eligible for admission to BAMS/BUMS under OBC category must obtain 45% marks in qualifying examination i.e. class XIIth examination.
- (ii) The candidates in order to become eligible for admission to BUMS under SC/ST categories must obtain 40% marks in qualifying examination i.e. class XIIth examination.

1 FOREIGN STUDENTS:

A registration fee shall be charged from every foreign student seeking admission to undergraduate (BUMS) courses of studies in Rules.

17. MIGRATION:

"Inter University Migration to 2nd Professional in BAMS/BUMS courses under the Faculty of Ayurvedic & Unani Medicines is not allowed in any circumstances".

18. INSTRUCTIONS FOR COMPLETING AND SENDING THE APPLICATION FORMS:

- (a) Candidates must have passed in all the required subjects separately (in Theory and Practical) for admission to BAMS/BUMS Courses.
- (b) Candidates who have appeared in the class XII Examination this year i.e. 2014 and have been placed under Compartment or are to re-appear for improvement will not be eligible (in case result have been declared, such candidates may apply).
- (c) In case the information furnished or certificates etc. submitted are found to be false, or the candidate is found to have with held or concealed information in his/her Application form his/her name shall be removed from the college rolls and fee deposited by him/her shall be forfeited.
- (d) Once application form is submitted no alteration will be allowed thereafter.
- (e) A candidate seeking admission to BUMS Courses is required to send his/her application on the prescribed form appended at the end of the Bulletin of Information.
- (f) The candidates before filling in the form shall satisfy his/her eligibility. The candidate is required to go through the Bulletin of Information carefully and acquaint himself/herself with all requirements with regard to the filling of the Application Form.
- (g) Application Form should be filled in by the candidate in English.

ORDINANCE NO. 64**BACHELOR OF HOTEL MANAGEMENT****1. Admission and Eligibility**

(a) The duration of the Bachelor of Hotel Management (BHM) shall be four academic years out of which 3rd & 8th semester will be on the job training. Each year shall be divided into two semesters. Thus, the BHM programme shall comprise of eight semesters spread over four years. On the completion of all the eight semesters, the students will be awarded the Bachelor's Degree in Hotel Management (BHM). A candidate can complete all the eight semesters within a maximum period of 6 years from the date of admission to the first semester of the programme.

(b) Admission to the first semester of the programme shall be open to candidates who have passed Senior Secondary Examination i.e. 10+2 with at least 40% marks (pass marks in case of SC/ST candidates) in aggregate from Board of School Education Haryana, Bhiwani or any other examination recognized by SGT University, Gurgaon as equivalent thereto.

(c) The first to eight semester examination shall be open to a regular student who:

(i) bears a good moral character;

(ii) has been on the rolls of the faculty for the concerned semester;

(iii) has at least 75% attendance in the class during the concerned semester;

(iv) The candidate may be promoted to the next semester unless if 50% of papers of the previous semester is passed and detained from examination on any genuine grounds.

2. Examination

(a) Every candidate shall be examined in the subject(s) as laid down in the Scheme of Examinations/Syllabus prescribed by the Academic Council from time to time.

(b) The external examiner(s) will set the question papers as per the criteria laid down in the Scheme of Examinations for the programme.

(c) Papers will be checked by External and Internal examiners.

(d) The medium of instruction and examinations shall be English ONLY.

(e) The last date of receipt of admission forms and fees shall be fixed by the Vice Chancellor and as mentioned in Hank Book of information of the concerned academic session.

(f) The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the University from time to time.

(g) The examinations 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 or on such dates as may be fixed by the Vice Chancellor.

All supplementary examinations will be held for re-appear/failed candidates along with regular semester examinations.

(h) The Director/Dean of the Faculty shall forward, a list of the eligible students who have satisfied the requirements of rules for appearing in the examinations to the Controller of Examinations, as per the schedule of examination of the University.

(i) (i) As soon as possible, after the termination of the examinations, the Controller of Examinations shall publish the results of candidates who have appeared in the semester examinations.

(ii) Each candidate shall receive a copy of the Detailed Marks Card of the semester examinations.

(j) The list of successful candidates after the eight semester examinations shall be arranged in three divisions on the basis of aggregate marks obtained in the first to eight semester examinations (for the award of BHM Degree) taken together and the division obtained by the candidate will be stated in his degree as under :

(i) Those who obtain 40% marks but less than 50% marks –
3rd Division

(ii) Those who obtain 50% marks but less than 60% marks –
2nd Division

(iii) Those who obtain 60% and more mark – 1st Division

(iv) Those who pass all semesters examination (1st to 8th semester) at the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with – Distinction

Evaluation

(a) The Director/Dean of the Faculty shall forward the Internal Assessment marks of the students, as per the scheme of examinations, wherever specified, to the Controller of Examinations as per the following criteria :

(i) Seminar presentation and class participation – 10 marks

(ii) Case analysis and presentation – 05 marks

(iii) Surprise test(s) – 05 marks

(iv) Attendance	05 marks
75% to 80%	1 mark
81 % to 85%	2 marks
86% to 90%	3 marks
91% to 95%	4 marks
96% to 100%	5 marks

(b) The Director/Dean of the Faculty will preserve the records on the basis of which the, Internal Assessment awards etc. have been prepared upto six months from the date of declaration of the semester examinations results. This record, including the attendance, will be disposed off after six months, however, the soft copy of the same be preserved.

(c) The internal assessment/training report/project awards of a candidate who fails in any semester/paper(s) shall be carried forward to the next examinations.

(d) Candidate(s) who has not obtained pass marks in the Internal Assessment in any paper(s) etc. will be provided an opportunity to appear before the Committee of Examiners, to be constituted by the Director/Dean of the Faculty, to re-assess performance of the candidate, corresponding to schedule given for supplementary examinations in Clause 2(f) and the Internal Assessment/Practical/Viva-Voce given by the Committee shall be final.

(e) A candidate who fails to obtain pass marks in training report shall be accorded opportunity to undergo training again and the same shall be assessed by an External Examiner.

(f) A candidate who fails to obtain pass marks in viva-voce shall have to re-appear before the board of examiners as laid down in Clause 3(j), as per schedule specified for supplementary examinations in Clause 2(f).

(g) Every student of BHM shall be required to undergo a practical training in an industrial organization approved by the Faculty for 15 to 18 weeks in 3rd semester and 15 to 18 weeks in 8th semester as prescribed in the syllabus. The candidates shall be required to undergo training in the various areas of the organization concerned. The organization may assign a specific project to the candidate, which will be completed by him/her during the period of training. The work done by the candidate during the training period shall be submitted in the typed form two copies of a training report. The last date for the receipt of training report in the office of the Controller of Examinations shall be one month after the date of completion of training.

- (h) The evaluation of the Training Report shall be done by the external examine(s).
- (i) The Training Report will be submitted in the form specified as under :
- (i) The typing should be done on both sides of the paper (instead of single side printing).
- (ii) The font size should be 12 with Times New Roman font.
- (iii) The Training Report may be typed in 1.5 line spacing, but the References/Bibliography should be typed in single space.
- (iv) The paper should be A-4 size.
- (v) Two copies meant for the purpose of evaluation may be bound in paper and submitted to the approved authority.
- (i) The comprehensive viva-voce shall be conducted by a Board of Examiners to be appointed by the Vice Chancellor on the recommendation of the Chairman, Board of Studies of the University, consisting of the following members:
- (i) One Internal Faculty, nominated by the Director/Dean of the Faculty.
- (ii) One External Examiner from the academic field; and
- (iii) One executive from reputed organizations.
- (Two members shall form the quorum)
- (j) The marks obtained by the candidate in the viva-voce shall be taken into account when he appears in any future examiner under re-appear clause.
- (k) The practical exam(s) of the courses (wherever specified) shall be conducted by the following Board of Examiners, consisting of two members :
- (i) One internal faculty member (to be appointed by the Director of the concerned faculty); and
- (ii) One external examiner (to be appointed by the Vice Chancellor on the recommendations of the Board of Studies.
- (l) The minimum percentage of marks to pass the examination in each semester shall be :

- (i) 40% in each written papers and internal assessment/computer practical/workshop;
- (ii) 40% in Training Report and Vive-Voce/Comprehensive Viva-Voce, separately;
- (iii) 40% in the total of each semester examination.

Other provisions

- (a) There will be no improvement facilities available to BHM students. However, grace marks will be allowed as per University Rules.
- (b) Lateral entry to 2nd year BHM programme shall be applicable for candidates who have completed one year diploma in F&B Service/Housekeeping/Food Production/Front office or any other one year diploma offered in Hotel Management by other recognized University/Board/Institutions. The provision of lateral entry to 2nd year shall be applicable only if the candidate has completed one year diploma programme in Hotel Management or related field after 10+2; and seventy percent syllabus should match with First year of BHM programme being offered by SGT University. Ten percent of the total intake shall be available for lateral entry, i.e. if the intake is of 60 then the lateral entries to 2nd year shall be 6 in addition to 60 admitted in first year.
- (c) Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice Chancellor and its decision shall be final and binding on all. The procedure and rules for this programme, implementation shall be a binding on the faculty, which will be framed and approved by the University from time to time.
- (d) Nothing in this ordinance shall deem to debar the University from amending the ordinance and the same shall be applicable to all the students whether old or new.
- (e) Any other provision not contained in the above shall be governed by the rules and regulations framed by the University from time to time particularly in reference to common ordinance of the University.

It is assumed that there will be approximately 612 teaching hours in one semester of BHM program. Out of these, Theory teaching (Modules) will be of 368 hours and Practical will be of 244 hours. The teaching will be carried out on various modules for Hotel Management.

Besides these students will be exposed to a range of activities aimed at opening their minds to the elements of Hospitality and catering industry.

The BHM program andragogy endeavors toward systematic learning which occurs as a result of education, instruction, exposure and planned experience.

Course distribution: The BHM program will be of four year duration. It will be divided into 8 semesters of six months each including Industrial Training in Semesters 3rd / 4th (Depending on the total number of students in batches) and 8th.

ORDINANCE NO. 65**MASTER OF PHYSIOTHERAPY (MPT) COURSE****Ordinance Relating to Master of Physiotherapy (MPT) Course****Chapter-1****General**

- 1- This ordinance may be called the "Ordinances Relating to Master of Physiotherapy (Physical Therapy) Course".
- 2- The ordinance shall come in to force with immediate effect.
- 3- Duration of course : 2 year

Chapter-2**TITLE, & ELIGIBILITY OF ADMISSION**

- 1- **OBJECTIVE:** To Train Physiotherapists who will be able to:
 - Assume leadership roles in departments.
 - Assume enhanced patient care responsibilities.
 - Formulate and implement educational Programs.
 - Analyze and undertake research.
- 2- The name of Degree to be awarded shall be Master of Physiotherapy (MPT) in the faculty of Paramedical Sciences.
- 3- Course Program & duration –
 - a. Name: Master's of Physiotherapy
(Orthopedics).
Master's of Physiotherapy
(Neurology).
Master's of Physiotherapy
(Cardiopulmonary Conditions).

Master's of Physiotherapy**(Sports Physiotherapy).**

- b. Nature:** Regular and full time
- c. Duration:** Two Years course, designated as;
- | | | |
|---------------|-------------|------------|
| First | year | MPT |
| Second | Year | MPT |
- d. Pattern:** Annual System
- 4- The medium of Teaching/Instruction and examination will be in English.
- 5- (a) A student seeking admission to the Master of Physiotherapy must have passed regular full time Bachelor of Physiotherapy (B.P.T.) course from any recognized institute/ University by U.G.C. and Indian Association of Physiotherapy (IAP).
- (b) The eligible students may be called for an Entrance test prescribed by the University.

Chapter-3**THE CURRICULUM****6- Academic Calendar -****I & II year****= Session = September/October of every year****Annual examination = every year in August****7- Teaching Hours --****The following shall be the distribution of teaching hours for the course of study.****MPT ORTHOPEDICS – FIRST YEAR**

Subject	Hours
Basic of Computer Application (Qualifying)	100
Medical and Surgical Management of Disorders of the Musculoskeletal System	100
Physiotherapy Management in Disorders of the Musculoskeletal System-I	125
Physiotherapy Management in Disorders of the Musculoskeletal System-II	125
Physiotherapy Management in Disorders of the Musculoskeletal System (Lab. Hours)	50
Research Methodology and Biostatics	100
Seminars on Clinical Issues (Qualifying)	100
Clinical Practice	1100
Total	1750 Hrs.

SECOND YEAR

Subject	Hours
Pedagogy in Physiotherapy Education	100
Management, Administration and Ethical Issues	75
Biomechanics	150
Biomechanics (Lab. Hours)	25
Dissertation	200
Seminars on Clinical Issues	100
Clinical Practice	1100
Total	1750 Hrs.

MPT NEUROLOGY - FIRST YEAR

Subject	Hours
Basic of Computer Application	50
Medical and Surgical Management of Disorders of the Nervous System	100
Physiotherapy Management in Disorders of the Nervous System-I	125
Physiotherapy Management in Disorders of the Nervous System-II	125
Physiotherapy Management in Disorders of the Nervous System (Lab. Hours)	50
Research Methodology and Biostatics	100
Seminars on Clinical Issues	100
Clinical Practice	1100
Total	1750 Hrs.

SECOND YEAR

Subject	Hours
Pedagogy in Physiotherapy Education	100
Management, Administration and Ethical Issues	75
Biomechanics	150
Biomechanics (Lab. Hours)	25
Dissertation	200
Seminars on Clinical Issues	100
Clinical Practice	1100
Total	1750 Hrs.

MPT CARDIOPULMONARY CONDITION – FIRST YEAR

Subject	Hours
Basic of Computer Application	50
Medical and Surgical Management of Disorders of the Cardiopulmonary System	100
Physiotherapy Management in Disorders of the Cardiopulmonary System-I	125
Physiotherapy Management in Disorders of the Cardiopulmonary System-II	125
Physiotherapy Management in Disorders of the Cardiopulmonary System (Lab. Hours)	50
Research Methodology and Biostatistics	100
Seminars on Clinical Issues	100
Clinical Practice	1100
Total	1750 Hrs.

SECOND YEAR

Subject	Hours
Pedagogy in Physiotherapy Education	100
Management, Administration and Ethical Issues	75
Biomechanics	150
Biomechanics (Lab. Hours)	25
Dissertation	200
Seminars on Clinical Issues	100
Clinical Practice	1100

Total	1750 Hrs.
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MPT SPORTS PHYSIOTHERAPY – FIRST YEAR

Subject	Hours
Basic of Computer Application	50
Medical and Surgical Management of Sports Injuries	100
Physiotherapy Management in Sports Injuries- I	125
Physiotherapy Management in Sports Injuries-II	125
Physiotherapy Management in Sports Injuries (Lab. Hours)	50
Research Methodology and Biostatistics	100
Seminars on Clinical Issues	100
Clinical Practice	1100
Total	1750 Hrs.

SECOND YEAR

Subject	Hours
Pedagogy in Physiotherapy Education	100
Management, Administration and Ethical Issues	750

Biomechanics	150
Biomechanics in Sports (Lab. Hours)	25
Dissertation	200
Seminars on Clinical Issues	100
Clinical Practice	1100
<hr/>	
Total	1750 Hrs.

Chapter-4**SCHEME OF EXAMINATIONS****13-Marks Distribution**

Note: IA : Internal Assessment, AE : Annual Exam

MPT (ORTHOPEDICS)**First Year**

Subject	IA	AE	Total
Basic of Computer Application	-	-	P / F
Medical & Surgical Management in Disorder of the Musculoskeletal System	50	100	150
P.T. Management in Disorder of the Musculoskeletal System-I	50	100	150
P.T. Management in Disorder of the Musculoskeletal System-II	100	400	500
P.T. Management in Disorder of the Musculoskeletal System-Practical	50	100	150
Seminars on Clinical Issues	100	-	100
Total			1200

Second Year

Subject	IA	AE	Total
Pedagogy in Physiotherapy Education	50	100	150
Management, Administration & Ethical Issues	50	100	150
Biomechanics	50	100	150
Biomechanics-Viva	50	100	150
Dissertation	-	-	Pass / Fail
Seminars on Clinical Issues	100	-	100

GRAND TOTAL I and II : 1900**MPT (NEUROLOGY)****First Year**

Subject	IA	AE	Total
Basic of Computer Application	-	-	P / F
Medical & Surgical Management in Disorder of the Nervous System	50	100	150
P.T. Management in Disorder of the Nervous System-I	50	100	150
P.T. Management in Disorder of the Nervous System-II	50	100	150
P.T. Management in Disorder of the Nervous System-Practical	100	400	500
Research Methodology & Biostatics	50	100	150
Seminars on Clinical Issues	100	-	100
Total			1200

Second Year

Subject	IA	AE	Total
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Pedagogy in Physiotherapy Education	50	100	150
Management, Administration & Ethical Issues	50	100	150
Biomechanics	50	100	150
Biomechanics-Viva	50	100	150
Dissertation	-	-	Pass / Fail
Seminars on Clinical Issues	100	-	100
Total			700

GRAND TOTAL I and II : 1900

Note: IA : Internal Assessment, AE : Annual Exam

MPT (CARDIOPULMONARY CONDITION)

First Year

VICE CHANCELLOR

Subject	IA	AE	Total
Basic of Computer Application	-	-	P / F
Medical & Surgical Management in Disorder of the Cardiopulmonary System	50	100	150
P.T. Management in Disorder of the Cardiopulmonary System-I	50	100	150
P.T. Management in Disorder of the Cardiopulmonary System-II	50	100	150
P.T. Management in Disorder of the Cardiopulmonary System-Practical	100	400	500
Research Methodology & Biostatistics	50	100	150
Seminars on Clinical Issues	100	-	100
Total			1200

Second Year

Subject	IA	AE	Total
Pedagogy in Physiotherapy Education	50	100	150
Management, Administration &	50	100	150

Ethical Issues**Biomechanics**

50

150

200

Biomechanics-Viva

50

100

150

Dissertation

-

-

Pass / Fail

Seminars on Clinical Issues

100

-

100

Total**700**

MPT (SPORTS PHYSIOTHERAPY)**First Year**

Subject	IA	AE	Total
Basic of Computer Application	-	-	P / F
Medical & Surgical Management in Disorder of the Sports Injuries	50	100	150
P.T. Management in Disorder of the Sports Injuries -I	50	100	150
P.T. Management in Disorder of the Sports Injuries -II	50	100	150
P.T. Management in Disorder of the Sports Injuries -Practical	100	400	500
Research Methodology & Biostatics	50	100	150
Seminars on Clinical Issues	100	-	100
Total			1200

Second Year

Subject	IA	AE	Total
Pedagogy in Physiotherapy Education	50	100	150
Management, Administration & Ethical Issues	50	100	150
Biomechanics	50	150	200
Biomechanics-Viva	50	100	150

Dissertation	-	-	Pass / Fail
Seminars on Clinical Issues	100	-	100
Total			700
GRAND TOTAL I and II :			1900

Chapter – 5

Attendance

14. The students are expected to attend all the classes and should not have less than 75 % attendance in theory as well as in practical classes, wherever held, to become eligible to appear for the university examination. Short fall in attendance can, however be condoned in deserving cases to the extent of 10% by the Principal. If the short fall is more than 10% but not more than 15%, the Principal may recommend deserving cases to the Vice Chancellor for condonation. The order of the Vice Chancellor in this regard shall be final.

Chapter – 6

EXAMINATIONS

(A) ASSESSMENT:

(a) In Internal Assessment a maximum of 10 marks in each subject shall be awarded for attending classes (theory / practical) as per the following norms:

85% or more attendance	-	10 Marks
80% or more but less than 85% attendance	-	9Marks
75% or more but less than 80% attendance	-	8Marks
70% or more but less than 75% attendance	-	7Marks
65% or more but less than 70% attendance	-	5Marks
60% or more but less than 65% attendance	-	3Marks

51% or more but less than 60% attendance	-	2Marks
50% attendance	-	1 Mark
Less than 50% attendance	-	0Mark

(b) The weightage of the Internal Assessment (IA) & Annual Examination (AE) in total marks is given under Chapter-4.

(B) PROMOTION:

(i) **I Year:** A student will not be promoted from I year to II year if he / she fails in more than

2 theory papers and any practical exam failing which this student shall reappear for the failed examinations. A student who carries forward 1st yr. paper will appear in the next year examination of the subject.

• (A student who failed in any one/all non-professional subject namely :-

ORTHO:- (a) Physiotherapy Management in Disorders of the Musculoskeletal System-I,

(b) Physiotherapy Management in Disorders of the Musculoskeletal System-II,

(c) Physiotherapy Management in Disorders of the Musculoskeletal System (Lab. Hours)

NEURO:- (a) Physiotherapy Management in Disorders of the Nervous System-I,

(b) Physiotherapy Management in Disorders of the Nervous System-II,

(c) Physiotherapy Management in Disorders of the Nervous System (Lab. Hours)

CARDIO:- (a) Physiotherapy Management in Disorders of the Cardiopulmonary System-I,

(b) Physiotherapy Management in Disorders of the Cardiopulmonary System-I

(c) **Physiotherapy Management in Disorders of the Cardiopulmonary System**
(Lab. Hours)

(b) **Physiotherapy Management in Sports Injuries- II,**

(c) **Physiotherapy Management in Sports Injuries (Lab. Hours)**

- **The students will reappear in all three above mentioned subjects along with his/her IInd year annual examination paper.**

(ii) **II year: A student will be declared Pass in the II year if he / she cleared all the papers of the II year and whose thesis has been approved and has passed in the viva voce of the thesis failing which this student shall reappear for the failed examination.**

(iii) **A student will appear in supplementary examination for all failed subjects and who has failed only in theory or practical/viva of Biomechanics shall have to appear in both theory & practical/viva of the concern subject in the supplementary examination.**

(C) THESIS / DISSERTATION:

A Research Dissertation should be compulsory and should embody the student's own work carried in the elective area under the supervision of a recognised guide qualified for the purpose and as recommended by the Indian Association of Physiotherapists (IAP).

Chapter - 7

Award of Degree

- i) A student will be awarded a MPT Degree only on successful completion of the course including clinical practice for both the years.
- ii) The entire course of study in MPT for first and second year must be completed within 4 years of the date of admission.

Chapter – 8

Paper setting, Evaluation & Results

17. The work of setting the End semester examination papers, conduct of the End semester and Annual examinations, Evaluation and declaration of results shall be as per the laid down Examination policies / latest University Notifications.

Chapter – 9

Power to Modify

18. In the event of any emergent situation, if any In the event of any emergent situation, if any deviation is considered necessary, the Vice Chancellor is authorised to modify the Ordinance. Subject to subsequent ratification by the Executive Council.

ORDINANCE - 66**MASTER OF LAWS (LL.M.)**

The Faculty of Law shall offer following Post Graduate Programs:

(i) **Master of Laws (LL.M.)**

- (a) The University shall offer above course as per guidelines of the Bar Council of India / UGC or otherwise as prescribed by these bodies from time to time.
- (b) The medium of instructions and examinations shall be English throughout the course of studies. Subjects to be studied in different semesters shall be as per the Schemes, approved by the Board of Studies and Academic Council. The studies and examinations of such courses shall be in accordance to this Ordinances, rules and regulations as specified, hereunder and elsewhere.
- (c) The University shall follow the UGC guidelines and adopt the choice based credit system.
- (d) The minimum duration to complete the course shall be that of One (1) year and maximum up to Two (2) years.
- (e) The Teaching and Examination Scheme shall be duly approved by the Board of Studies and Academic Council before execution and shall be according to the Ordinances, Rules and Regulations as specified, hereunder and elsewhere.
- (f) **Admission:**
The eligibility for admission to the first year of LL.M. shall be degree in Bachelors in Law (B.A. LL.B / B.Com. LL.B / B.B.A. LL.B.). Candidates who have passed the Five Year Integrated Course in LL.B. after 10+2 course shall be eligible for admission. In addition, the University shall follow all the guidelines as given by the Bar Council of India / UGC / State Government regarding admissions to courses in Law from time to time. Further, candidate appeared in the qualifying examination and awaiting the result may also apply and may be admitted provisionally. But, the admission shall be confirmed only after the declaration of the result and passing the examination and fulfilling the admission eligibility criteria within 30 days of admission.

Reservations and admissions to NRI / Foreign Students / Persons of Indian Origin (PIO) / Children of Indian Workers in the Gulf Countries and Management / Institute Preference Quota shall as per the policy laid down by Central government / State government of MP.

The reservations for SC / ST / OBC (excluding creamy layer) / Minority communities shall be as per the policy laid down by Central government / State government of MP.

(g) The Teaching Scheme:

The teaching scheme and the syllabus of the different courses shall be prepared by the Departmental Council keeping in view the different National Law Universities Courses. These courses shall be revised every year, if required by the Departmental Council and approved by the Board of Studies and Academic Council respectively.

(h) The Examination Scheme:

All the rules and regulations as applicable to the Award of Grade and Grade Points, Attendance, Condoning of Deficiency, Award of Grace Marks, Award of Division and Merit List, Promotion to Higher Semester and Year etc. described in Ordinance – 4 shall be applicable in the current ordinance.

ORDINANCE NO. 67

BACHELOR OF JOURNALISM - (BJ) 1 YEAR UNDER GRADUATE COURSE

1.0 AIM & OBJECTIVE

AIM :

To inculcate in students an understanding of the role of journalists in Indian Society and develop in them a deep appreciation for the importance of meticulous research and careful analysis.

OBJECTIVES :

The Bachelor of Journalism programme is designed to meet the following objectives: To provide students a deeper insight into the philosophy, theory and techniques of Public Relations, Advertising and Communication with a judicious mix of theory and their application skills.

To develop expertise in Public Relations, Advertising and Communication and research techniques. To equip the students with the ability to conceptualize and analyze social, economic and technical issues. To inculcate in the students the ability for the application of principles of communication for development and change. To offer opportunities for specialization, in any of the areas of advertising, PR and communication.

COURSE STRUCTURE

The Under graduate course in Bachelor of Journalism (BJ) leading to the Degree of Bachelor of Journalism of the University shall be divided into two semesters. Each semester would be of six months duration including vacation/ examination/ Projects/ Internship etc. There shall be University Examination at the end of each semester. These examinations shall be conducted as follows:

i.	B.J. First year		
	First semester	-	I -Semester
	Second Semester	-	II -Semester

2.3 The Semester examinations will generally be held in December/January and May-June in each year.

2.4 The second semester is for project work. During this semester the candidate shall devote himself/herself for the research work in connection with any of the aspects of mass media relevant to the course selected, and assigned to him by the head of the department.

Prior to submission of dissertation, candidate shall present a pre-submission seminar on his/her work. At the end of the second semester the candidate shall submit three typed or printed copies of the dissertation written by him/her and one project prepared by him/her, to the University through the Principal of the college. The dissertation should be accompanied by the certificate from the Head of the Department and the project supervisor to the effect that it embodies actual work by the candidate and the work has not been submitted earlier in part or full for the award of any other degree.

2.5 SEMESTER EXAM & BACKLOG

2.5.1 A candidate who has failed in any subject of semester examination shall be permitted to reappear in that subject in subsequent examination.

2.5.2 Maximum permitted years to complete the course will be three years.

2.5.3 A candidate having backlog papers in earlier semester

examination(s) will have to clear such backlog (s) by available chances as and when in the following semester -examinations.

He / She will be "Allowed to Keep the Term" (ATKT) but he/she must pass all semesters within 3 years of his/her admission to the 1st year.

2.5.4 A candidate appearing in backlog paper(s) will have to clear the concerned paper as per the existing syllabus during that

2.5.5 There shall be no supplementary examination

3.0 ACADEMIC QUALIFICATION FOR ADMISSION

Candidate applying for admission to Bachelor of Journalism-(BJ) must have cleared bachelor or an equivalent Exam in any discipline from a recognized University.

4.0 CRITERIA FOR SELECTION

Admission shall be granted on the basis of merit in qualifying examination.

5.0 COURSE DURATION

Duration of the course shall be one year consisting (two semesters). Each semester will consist of months.

COURSE COMMENCEMENT

The odd semesters (I) will start in July and the even semesters (II) will start in January respectively.

EXAMINATION AND EVALUATION SCHEME

There will be an examination at the semester end in which each paper will carry 75 Marks.

72 There will be internal assessment of 25 Marks in each paper (Theory & Practical both) during the semester which will evaluate theoretical as well as practical aspects of the paper.

There will be a practical examination at the semester end. Marks for practical examination are 75 in each semester.

Internal assessment will be in the form of class test, presentation, seminar, field work, field research, study tour, attendance, class performance and participation in class activities. This will be a continuous evaluation to be held more than once in the semester period.

The theory paper will test the level of knowledge and aptitude, whereas internal assignments will evaluate the learning level, skills, developments, ability to present views, perception in class, creative inputs, ideas, reading habits, both verbal and written abilities and the level of knowledge.

Practical training and project work shall be treated as practical subjects.

In each semester, there shall be at least two mid semester exams (internal) and one end semester Examination (External).

Each student, registered for a course, shall be awarded marks by the concerned faculty/faculties for the specific subject/paper. The Marks awarded to a student shall depend upon his continuous evaluation through performance in various examinations. Assignments, project work, class work and mid exam etc.

The result sheet at the end of each even semester examination shall show position till the end of that semester. The final examination result sheet of the course shall also indicate equivalent percentage marks and the division awarded, according to the rules.

CRITERIA FOR PASSING

A candidate should score minimum 40% marks individually and separately in all papers of the end of semester in both Theory and Practical. The candidate will be declared as pass in projects if he scores minimum 50% marks.\

In addition to the individual score the candidate shall have to secure at least 45% aggregate marks in each semester so as to pass the semester.

INTERNAL ASSESSMENT: - Continuous evaluation of the students in the classroom shall be done in the semester itself. A candidate should score minimum 50% marks in internal Assessment for passing. He fails if the score is less than 50%. A candidate who fails in internal Assessment shall repeat the semester as a regular student. He shall not be allowed to keep term and shall be denied the entry into next semester.

The result of two and final semester shall be declared if the candidate has cleared all the previous semesters.

A candidate may provisionally continue to attend next higher year, even if the result of qualifying year semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate can not claim any right on the basis of his/her provisional admission.

DIVISION AND MERIT

A Student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignments, mid semester exam, field work, seminars, Quizzes and semester examination.

Division shall be awarded only after the Six and final semester examination based on integrated performance of the candidate for all the three years as per following details:-

- i. 75% and above will be given first division with distinction.
- ii. Candidate obtaining 60% but below 75% shall be awarded first division.
- iii. A candidate obtaining 45% marks and above but less than 60% marks shall be awarded second division.
- iv. University will not award and division until the last semester

exam is passed.

CONDONATION OF DEFICIENCY IN MARKS

With a view to moderate hard line cases in the examination the following rules shall be observed:- Deficiency up to 5 marks be condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two theory, or one theory and one practical or two practical. One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark by the Vice Chancellor in the Bachelor of Journalism-(B.i) examination. This benefit will not, however, be available to a candidate get advantage under clause.

After condonation of marks, the result of concerned subject/semester shall be declared as "pass by condonation" or "pass by grace".

REVALUATION / RE-TOTALING

Revaluation and re-totalling of marks is permitted for theory papers only. The University, on application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks and/or revaluation for the subject(s) applied.

The result after revaluation/re-totalling shall be declared as per prevailing revaluation/re-totalling rules and regulation of the People's University.

10.0 ATTENDANCE

Candidate appearing as regular student for any semester examination shall be required to attend at least 75 percent of the lectures delivered and of the practical classes held separately in each paper as per the scheme of the examination described in section.

POINTMENT OF EXAMINERS

Comprehensive / theory / project / dissertation Viva-voce examination shall be conducted by the Institute at the end of each semester, through a Board of examiners comprising one external examiner appointed by the University and one internal examiner appointed by Principal /Head of the Department of the institute.

SCHEME OF STUDIES/EXAMINATION

The distribution of marks for each component is given under :-

A.	Theory Work	
	A assignments and regularity mid semester exam (to be given by Internal Examiner)	25%
	End semester exam (Theory Only)	75%
TOTAL		100%
B.	Practical work	
	Studio work, Assignments and regularity (to be given by Internal Examiner)	25%
	End-semester examination (to be given by External Examiner)	75%
TOTAL		100%

Every student is required to complete the project work as assigned by the Institute during the course of studies.

The training report and the project report shall have to be submitted to the HOD of the institute for assessment.

There shall be 90 days of teaching in every semester.

Each lecture shall be of one hour.

DETAILS OF MODULES — OVERLEAF

DETAIL OF MODULES

Bachelor of Journalism - (BJ)

No. of hours for Theory

75 Hours/Semi Subject

No. of hours for Practical

90 Hours /Sem/Subject

SEMESTER-I

Course No.	Course Title	Course Code	Teaching (Hrs/week)		Number of Papers	Duration (Hrs.)	Max. Sem. Marks	Sessional Marks	Total Marks
			T	P					
1BJ1	News collection (Reporting)	0051	6	0	1	6	75	25	100
1BJ2	Editing.	0052	6	0	1	6	75	25	100
1BJ3	English	0053	6	0	1	6	75	25	100
1BJ4	Hindi	0054	6	0	1	6	75	25	100
1BJ5	Society & Journalism	0055	6	0	1	6	75	25	100

1BJ6	Structure & methods of Communication	0056	6	0	1	6	75	25	100
1BJ7	Development of mass communication medium in India	0057	6	0	1	6	75	25	100
1BJ8	Study on Subject based.	0058	0	0	1	0	75	25	100
1BJ9	Practical Work	0059	0	0	1	0	75	25	100
		Total	42	0	9	42	675	225	900

SEMESTER-II

Course No.	Course Title	Course Code	Teaching (Hrs/week)		Dumber of Papers	Duration (Hrs.)	Max. Sem. Marks	Sessional Marks	Total Marks
			T	P					
2BJ1	Writing for medium of mass Communication	0076	6	0	1	6	75	25	100
2BJ2	Survey of Communication medium	0077	6	0	1	6	75	25	100
2BJ3	Computer	0078	6	0	1	6	75	25	100
2BJ3	Computer	0078	0	6	0	6	-	-	
2BJ4	Public Relation and Advertisement	0079	6	0	1	6	75	25	100
2BJ6	News paper publication and management	0080	6	0	1	6	75	25	100
2BJ6	Press law and code of conduct	0081	6	0	1	6	75	25	100
2BJ7	New Media and web Journalism	0082	6	0	1	6	75	25	100
2BJ8	Study on Subject Based	0083	0	0	1	0	75	25	100
2BJ9	Practical Work	0084	0	0	1	0	75	25	100
	Total		36	6	9	48	625	225	900

ORDINANCE NO. 68
MASTER OF JOURNALISM

There is pressing demand from the mass-media, newspapers and students – interested in enhancing their proficiency in Journalism to have a Masters course in Journalism and Mass Communication.

Eligibility for admission:

Graduates in Journalism and Mass Communication or equivalent qualification, possessing second class or at least 45% marks, of any statutory University.

Duration of the Course: The course shall be of one year (academic session) duration.

Structure of the course: The structure of the course (titles of course papers etc.) would be same as per the prospectus prescribed by the Board of studies for respective sessions.

A project report has to be prepared and submitted for evaluation.

Academic Activities: The academic activities would include printed/cyclostyled study material, response sheets, personal contact programme and other assignments etc.

Personal Contact Programme/Training Programme: The date, place and duration of personal contact programmes would be notified after the admissions are finalized. The PCP and such other programmes as are decided would be a compulsory part of the course and 80% attendance would be essential to make the student eligible for appearing in final examination.

Examination and evaluation:

- (i) There will be one terminal examination at the end of each academic session carrying a weight age of 80% marks.
- (ii) Continuous evaluation based on response sheets/home assignments given to the students along with the reading materials. This would have a weight age of 20% marks.
- (iii) The participation in PCP would be monitored and evaluated.
- (iv) There would be separate evaluation of the project report.
- (v) The details of the scheme of examination would be finalized for each academic session along with the syllabus. An examinee securing 60% or more marks will be given FIRST division. Those obtaining 50% marks but below 60% will be given second division. Those obtaining 40% and above but below

50% marks will be awarded third division.

The minimum pass marks in each course will be 35% marks.

If an examinee fails in any paper, he or she may be permitted to appear in the subsequent examination as "failed-reappear" in that/those paper(s) after depositing the required fees in subsequent examination. Such a student will get only two chances to pass the course.

ORDINANCE NO. 69
BACHELOR OF LIBRARY AND INFORMATION SCIENCE

1. Duration:

The duration of the course will be one academic year.

2. Admission Requirements:

Admission to this course requires a Bachelor's degree with a minimum of 45% of marks in aggregate in Arts,

Science or Commerce of any recognized University.

The deputed candidate will be required to work as full time students like other students.

Enrolment, migration and other rules etc. shall be as applicable to B.A. examinations.

3. Pass Percentage:

The minimum number of marks to be obtained for a first class is 60% and for second class is 50% of the maximum marks. All the rest shall be placed in Third division provided they secure at least 40% marks in aggregate and a minimum of 30% marks in each paper. There will be no Supplementary examination.

There will be eight papers. Three will be maximum of 80 marks in each paper. All are compulsory and written papers.

No private candidate shall be allowed in this examination.

In addition to the theory papers, there will be a sessional test of 20 marks in each paper, a viva-voce examination and a study tour report of 50 marks. It will be obligatory for each candidate to secure pass marks i.e., 40% in sessionals, viva-voce and tour report together. The candidates, who fail in it, will be considered to have failed in the examination.

Library Automation: - All Library management soft ware.

Koha, Soul 2.0, Lybsis, E- Granthalaya, Greenstone Etc.

Library Posting: - 1 Hours Posting every day in one academic years.

Internship: - 1 month internship in complete the session.

Course/ Syllabus/ Examinations - All Subjects about course/ syllabus/ examinations of B.Lib. will be bounded as per recognized/ relevant authorities.

ORDINANCE NO. 70**MASTER OF LIBRARY AND INFORMATION SCIENCES****1. Duration:**

The duration of this course will be one year. Academic session will start from July every year. A candidate

desiring to seek admission in this course shall undergo a regular course of study in a College affiliated to this

University.

Admission Requirements:

A candidate seeking admission to the Master of Library and Information Science course requires:

Degree in Library Science with not less than 50% marks or grade 'C' (wherever applicable) followed by a written admission test in following papers of 50 marks each.

- a. Library classification (DDC or UDC Classification scheme)
- b. Library cataloguing (CCC or AACR-2 Cataloguing scheme)
- c. English comprehension (communication skills)

A candidate qualifies for admission to M.Lib. & Inf. Sc. course provided he secures 50% marks in the

written admission test. Candidate qualified in this test will attend the Interview for final selection.

2. Medium of Instructions:

Medium of Instruction and examination will be English/Hindi.

3. Study Tours:

Annual Study Tour organised by the Department shall be compulsory for the M.Lib. and Information Science course. The students shall have to participate in the study tour at their own expense.

4. Method of Instructions:

Modern teaching techniques such as Lectures, seminars, tutorials, field trips etc will be adopted for imparting instructions in advanced librarianship.

5. Examination:

No candidate will be eligible for admission to the M.Lib. & Inf. Sc. examination unless he/she has attended seventy five percent of the lectures delivered during the session.

(i) Scheme of examination:

There shall be the following papers for the M. Lib. & Inf. Sc. examination each paper will be of three hours

duration except paper IX. The scheme of examination shall be as under:

Viva-voce

(ii) The marks of 'Internal assessment' will be assigned by the teachers in the department. Head of Department will send the 'Internal assessment marks' to the University through the Principal at the end of session.

(iii) No candidate will be eligible for admission to the M.Lib. & Inf. Sc. Examination, unless he/she has attended seventy five percent of the lectures, tutorials and discussions during the session.

(iv) The minimum pass marks shall be 50% of the aggregate subject to a minimum of 40% in each paper. Successful candidates securing 60% or more of the aggregate marks shall be placed in Ist division those obtaining less than 60% but not less than 50% in IInd division

(v) The sessional /dissertation marks obtained will be carried over in case of candidates who appear as Ex-students at the next examination not exceeding three consecutive years.

Library Automation: - All Library management soft ware.

Koha, Soul 2.0, Lybsis, E- Granthalaya, Greenstone etc.

Library Posting: - 1 Hours Posting every day in one academic years.

Internship: - 1to 6 month internship in complete the session.

ORDINANCE - 71**MASTER OF ARCHITECTURE (M.ARCH.)**

The Faculty of Architecture and Planning shall offer Post Graduate Programs in different specializations in Architecture as per details given below:

- (i) **Master of Architecture (M.Arch.) in different Specializations**
 - (a) The University shall offer above courses as per guidelines of the Council of Architects / All India Council for Technical Education (AICTE) / University Grants Commission (UGC) and / or otherwise as prescribed by the State Government of Madhya Pradesh from time to time.
 - (b) The medium of instructions and examinations shall be English throughout the course of studies.
 - (c) The University shall follow the UGC / AICTE / Council of Architects guidelines and adopt the choice based credit system.
 - (d) The Teaching and Examination Scheme shall be duly approved by the Board of Studies and Academic Council before execution and shall be according to the Ordinances, Rules and Regulations as specified, hereunder and elsewhere.
 - (e) The minimum duration to complete the course shall be Two (2) years and maximum up to Five (5) years.
 - (f) **Admission:**

The eligibility for admission to the first year of M. Arch. courses shall be based on the Qualifying Examination / Entrance Test to be conducted at State or National level or according to the guidelines as given by the State / Central Government from time to time. Further, candidate appeared in the qualifying examination and awaiting the result may also apply and may be admitted provisionally. But, the admission shall be confirmed only after the declaration of the result and passing the examination and fulfilling the admission eligibility criteria within 30 days of admission.

Reservations and admissions to NRI / Foreign Students / Persons of Indian Origin (PIO) / Children of Indian Workers in the Gulf Countries and Management / Institute Preference Quota shall as per the policy laid down by Central government / State government of MP.

The reservations for SC / ST / OBC (excluding creamy layer) / Minority communities shall be as per the policy laid down by Central government / State government of MP.

(g) The Teaching Scheme:

The teaching scheme and the syllabus of the M. Arch. shall be prepared by the Departmental Council keeping in view the Course Outcomes, Program Outcomes and Program Educational Objectives to prepare the future Architects with the expected Post-graduate attributes. These courses shall be revised every year, if required by the Departmental Council and approved by the Board of Studies and Academic Council respectively.

The duration of M. Arch. shall be that of two (2) years consisting of four (4) semesters. While preparing the Syllabi of the First and Second Semesters, the care should be taken to see that it shall be capable of strengthening the fundamental concepts in the study of Architecture.

Students in Final Year have to study the courses to understand the applications of the discipline and to about to solve them. Therefore the Syllabi should be designed and taught in such a manner that they gain the in-depth knowledge of the discipline. Seminars, Projects and Electives shall be introduced in these semesters. The syllabus of the electives should be prepared in consultation with the professional Architects.

(h) The Examination Scheme:

The scheme of examination and all the rules and regulations as applicable to the Award of Grade and Grade Points, Attendance, Condoning of Deficiency, Award of Grace Marks, Award of Division and Merit List, Promotion to Higher Semester and Year etc. described in Ordinance - 4 shall be applicable in the current ordinance.

ORDINANCE NO. 72**ORDINANCE AND SCHEME OF EXAMINATION FOR
MHM (MASTER OF HOTEL MANAGEMENT)
TWO YEAR PROGRAMME****TWO YEAR MASTER DEGREE PROGRAMMES IN HOTEL)**

MGU University is running the following regular programmes leading to the award of Master's Degree in Hotel & Tourism Management under the aegis of Faculty of Management Sciences:

(i) Two Year Master of Hotel Management (MHM);**A. ADMISSION AND ELIGIBILITY**

1. The duration of Master of Hotel Management (MHM) shall be of two academic years. Each year shall be divided into two semesters.

A candidate shall have to pass all the four semester examinations within a maximum period of five years of his/her admission to the first semester of 2-Year Hotel / Tourism Management Programme failing which he/she will be deemed to be unfit for the programme. However, a candidate, who having passed the second semester examination discontinues his/her studies, for legitimate and justified reasons may be permitted to join third semester within three years of his/her passing the second semester examination.

2. The minimum qualifications for admissions to the first semester of each of the programme shall be as under: -

Bachelor or Master's Degree in any discipline with not less than 45% marks in the aggregate (minimum pass marks in case of SC/ST candidates) of this university or any other examination recognized as equivalent thereto by this university

3. The first semester to fourth semester examination shall be open to regular student who:
 - a) Bears a good moral character.
 - b) Has been on the rolls of the Institute during the semester;
 - c) Has attended not less than 75% of lectures delivered in theory and practical.

d) The candidate may be promoted to the next semester automatically unless detained from examination on any genuine grounds.

B. EXAMINATION

4. Every candidate shall be examined in the subject(s) as laid down in the Scheme of Examinations/Syllabi prescribed by the Academic Council from time to time.

5. The external examiner will set the question papers as per the criteria laid down in the Scheme of Examination for the programme.

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

7. The last date of receipt of admission forms and fees shall be fixed by the Vice-Chancellor.

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

9. The Examination for the first and the third semesters shall ordinarily be held in the month of December/January and for the second and the fourth semesters in the month of May/June or on such dates as may be fixed by the Vice-Chancellor.

All supplementary examinations will be held for re-appear/failed candidates along with regular semester examinations.

10. The Director/Principal of the Institute/College shall forward, a list of the eligible students who have satisfied the requirements of rules for appearing in the Examinations to the Controller of Examinations, as per the schedule of examinations of the University.

11.a) As soon as possible, after the termination of the examination the Controller of Examinations shall publish a list of candidates who have passed the Semesters Examination.

b) Each successful candidate shall receive a copy of the detailed marks card on having passed the Semester Examinations.

12. The list of successful candidates after the fourth semester examinations shall be

arranged in three divisions on the basis of the aggregate marks obtained in the first, second, third and fourth semester examinations taken together, and the division obtained by the candidate will be stated in his/her degree as under:

a) Those who obtain 40% marks but less than 50% marks - THIRD DIVISION

- b) Those who obtain 50% marks but less than 60% marks – SECOND DIVISION;
- c) Those who obtain 60% or more marks – FIRST DIVISION;
- d) Those who pass all the four semester examinations at the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with –
DISTINCTION.

C. EVALUATION

- 13 a) The Director/Principal of the concerned Institute/College shall forward the Internal Assessment marks awarded to the students to the Controller of Examinations, which shall be awarded as per the following criteria :

	Seminar presentation, class participation,		
i)	Attendance	10	marks
ii)	Case analysis and presentation	05	marks
iii)	Surprise test(s)	05	marks

- b) The Director/Principal of the Institute/College will preserve the records on the basis of which the, Internal Assessment awards have been prepared for inspection, if needed by the University up to one month from the date of declaration of the semester examination results This record, including the attendance, will be disposed off after one month .
14. a) The internal assessment/training report awards of a candidate who fails in any semester/paper(s) shall be carried forward to the next examination.
- b) Candidate(s) who have not obtained pass marks in the Internal Assessment in any paper(s) will not be allowed to take examination in the said paper(s) in the concerned semester. He/she will, however, be provided a n opportunity to appear before the Committee comprising three faculty members, to be constituted by the Director of the concerned Institute, to re-assess performance of the candidate as per the criteria laid down under Clause 13(a), corresponding to schedule given for supplementary examinations in clause 9 and the internal assessment given by the Committee shall be final. The candidate will reappear in paper(s) in the next semester if passed.

- c) A candidate who fails to obtain pass marks as specified in clause 18 in training report shall be accorded opportunity to undergo training again and resubmit fresh training report.
- d) A candidate who fails to obtain pass marks (as cited in Clause 18) Comprehensive viva-voce shall have to re-appear before the board of examiners as and when held next time.
15. a) Every student of MHM shall be required to undergo a practical training in an industrial organisation approved by the Institute, for Twenty weeks, The student s shall be required to undergo training in the various areas of the organisation concerned. The organisation may assign a specific project to the candidate, which will be completed by him/her during the period of training. The work done by the candidate in the training shall be submitted in the form of a training report. The last date for the receipt of training report in the office of the Controller of Examinations shall be one month after the date of completion of training. The Candidate shall be required to submit two copies of his/her Training/Project Report. The Vice-Chancellor on the recommendation of the Director of the Institute may extend the last date of the receipt of the training report, with late fee.
- a) Training/ Project Report will be evaluated by the external examiner only to be appointed by the P.G.Board of Studies in Hotel & Tourism Management.
- b) The marks obtained by the candidate for the project report shall be taken into account when he appears in any future examination under reappear clause.
17. The Training Report/Project Report, will be submitted in the form specified as under:
- a) The typing should be done on both sides of the paper (instead of single side printing)
- b) The font size should be 12 with Times New Roman font.
- c) The Training Report/Project Report may be typed in 1.5 line spacing. But the References/Bibliography should be typed in single space.
- d) The paper should be A-4 size.
- e) Two copies meant for the purpose of evaluation may be bound in paper- and submitted to the approved authority.

18. The comprehensive viva-voce shall be conducted by a Board of Examiners to be appointed by the Vice-Chancellor on the recommendation of the PG Board of Studies in Hotel & Tourism Management comprising the following members:-
- One Internal Faculty to be nominated by the Director of the concerned Institute;
 - One External Examiners from the Academic field; and
 - One Executive from the Industry.
- (Two members shall form the quorum.)

19. The practical exam(s) of the courses (wherever specified) shall be conducted by the following Board of Examiners, consisting of two members:
- One internal faculty member(to be appointed by the Director of the concerned Institute); and
 - One external examiner (to be appointed by the Vice-Chancellor on the recommendations of the PG Board of Studies in Hotel & Tourism Management.

20. The minimum percentage of marks to pass the examinations in each semester shall be:-

- 40% in each written paper and internal assessment/workshop separately;
- 40% in Training Report/Project Report/ Practical and Viva -Voce separately;
- 40% in the total of each semester examination.

D. OTHER PROVISIONS

21. There will be no improvement facilities available to Management students. However, grace marks will be allowed as per University rules.
- 22.. Nothing in this Ordinance shall deem to debar the University from amending the Ordinance and the same shall be applicable to all the students whether old or new.
- 23.. Any other provision not contained in the above shall be governed by the rules and regulations framed by the University from time to time.

**CURRICULUM AND SCHEME OF EXAMINATIONS FOR TWO YEAR
MHM PROGRAMME FROM THE SESSION 2011-12**

MHM - FIRST SEMESTER

Paper	Nomenclature	External	Internal assessment	Practical	Total
11 MHM 101	Hospitality & Tourism Business	80	20	-	100
11 MHM 102	Front Office-1	80	20	50	150
11 MHM 103	F&B S Foundation -I	80	20	50	150
11 MHM 104	Accommodation Operation-1	80	20	50	150
11 MHM 105	Management Functions in Hospitality & Tourism	80	20	-	100
11 MHM 106	Accounting for Hospitality & Tourism	80	20	-	100
11 MHM 107	Communication Skills & Personality Development	80	20	50	150
		560	140	200	900

MHM - SECOND SEMESTER

Paper	Nomenclature	External	Internal assessment	Practical	Total
11 MHM 201	Food Production -I	80	20	50	150
11 MHM 202	F&B S Foundation -II	80	20	50	150
11 MHM 203	Accommodation Operation-II	80	20	50	150
11 MHM 204	Entrepreneurship in Hospitality and Tourism	80	20	-	100
11 MHM 205	Human Resource Management	80	20	-	100
11 MHM 206	Research Methodology	80	20	-	100
11 MHM 207	Computer Applications	80	20	50	150
		560	140	200	900

MHM - THIRD SEMESTER

Paper	Nomenclature	External	Internal assessment	Practical	Total
11 MHM 301	Food Production -II	80	20	50	150
11 MHM 302	Front Office-II	80	20	50	150
11 MHM 303	F&B Management	80	20	-	100
11 MHM 304	Hotel Law	80	20	-	100
11 MHM 305	Hospitality & Tourism Economics	80	20	-	100
11 MHM 306	Marketing for Hospitality & Tourism	80	20	-	100
11 MHM 307	Foreign language - French	80	20	100	200
		560	140	200	900

MHM - FOURTH SEMESTER

Paper	Nomenclature	Training Report	Viva Voce	Total
11 MHM 401	Training Report & Viva Voce	100		100
	Based on Training in any of the Travel/ Tour Operations/ Tourism / Hospitality Operational Areas/ Presentation on IE & Log Book		100	100
11 MHM 402	Project Report & Viva Voce	100	100	200
Total		200	200	400

Sem- IV Shall be for Industrial Exposure Training (20 weeks)

ORDINANCE NO. 73**POST BASIC B.SC. NURSING PROGRAMME****1. General :**

These rules and regulations are framed as per directives of Indian Nursing Council and MOA of Pravara Institute of Medical Sciences.

2. Faculty :

This course shall be under the Allied Health Sciences Faculty.

3. Nomenclature of Degree:

Post Basic Bachelor of Science in Nursing [P.B.B.Sc.(N)]

4. Criteria for the Admission to Post Basic B.Sc. (N) Course:

1. Candidate must have passed HSC (Higher Secondary certificate) or equivalent with Arts, Science or Commerce faculty. Science faculty candidate will be preferred.
2. The candidate must have passed Diploma in General Nursing and Midwifery in an institution which is recognized by Indian Nursing Council.
3. The candidate should be a Registered Nurse and Registered Midwife or equivalent with any State Nursing Registration Council.
4. The candidate should be medically fit.
5. Selection of the candidate will be based on the merit of the entrance examination held by PIMS (Deemed University).

5. Selection of students for Post Basic B.Sc. Nursing Course:

1. The selection to Post Basic B.Sc. Nursing Course shall be based on the merit of the candidate and for the determination of merit All India Common Entrance Test (AICET) will be conducted by Pravara Institute of Medical Sciences.
2. A candidate who has appeared for the qualifying examination, the result of which has not been declared, may be provisionally allowed to appear for the competitive entrance examination. His/her admission to the P.B.B.Sc. Nursing course, however, shall be finalized only after the result of the qualifying examination is declared and he/she produces the necessary certificates/documents.

6. CONDUCT AND DISCIPLINE

1. Students are responsible to the Principal for their behaviour, both in and outside the campus.
2. Students should maintain silence in the classes, library, reading room and in the corridors.
3. Student should make every effort to take care of the college and hospital property and help in maintaining the same. They should not write on the black board, nor scribble on tables, chairs and walls.

4. Any willful damage done to the property of the college and hospital will be treated as breach of discipline.
5. If a student is in need to get leave from the college or hospital in the middle of the day, for any emergency, he/she should get sanction from the class co-ordinator and a letter to that effect must be produced from the parent or guardian.
6. Students are required to abide by the rules and regulations laid down by the University, College, Hospital and Hostel authorities.
7. Violating the rules will be dealt with disciplinary action according to the discretion of the college authorities and if necessary dismissal from the college may be considered depending upon the seriousness of the violation.
8. Students are required to maintain ethical and professional standards in behaviour both in and outside the college, hospital, hostel and community premises.
9. All decisions taken by the Principal are final and binding on the students.
10. Parents / guardians are advised to meet the Principal as and when called for.
11. Both the parents and guardians are required to furnish their specimen signatures in the presence of class teacher at the beginning of every academic year.
12. Rules are subject to change from time to time.
13. Ragging is totally banned within or outside the Institution. Ragging is a criminal offense as per Supreme Court and the Central/State Government Directives
Anyone found guilty on curbing the menace of ragging in Higher Educational Institutions, 2009.

7. Course Duration

Course Duration 02 years

- Weeks available per year 52 weeks
 - Vacation 07 weeks
 - Gazetted holidays 03 weeks
 - Examination (incl. preparatory) 04 weeks
 - Available weeks 38 weeks
- Hours available per academic year 1520(38 Wk x40)

8. Hours of Instruction

Sr. No.	Subject	Theory Hours	Practical Hours
1	Nursing Foundation	45	--
2	Nutrition and Dietetics	30	15
3	Biochemistry and Biophysics	60	--
4	Psychology	60	15
5	Microbiology	60	30
6	Maternal Nursing	60	240
7	Child Health Nursing	60	240
8	Medical & Surgical Nursing	90	270
9	English (Qualifying)*	60	--
10	Universal Human Values & Personality-I	--	30
Total		525	840

Second Year

Sr. No.	Subject	Theory Hours	Practical Hours
1	Sociology	60	--
2	Community Health Nursing	60	240
3	Mental Health Nursing	60	240
4	Introduction to Nursing Education	60	75
5	Introduction to Nursing Administration	60	180
6	Introduction to Nursing Research & Statistics	45	120
7	Universal Human Values & Personality-II	--	
Total		345	885

9. Scheme of Examination

1. Minimum marks for passing shall be 50% in each of Theory and Practical papers separately.
2. A minimum of 80% attendance in theory and Practical/ Clinical in each subject is essential for appearing in the examination.
3. 100% attendance in practical/Clinical in each clinical area is essential before award of Degree.

4. Biochemistry and Biophysics – Biochemistry is 38marks and 37 marks
iophysics.

FIRST YEAR

Sr. No.	Subject	Hour	Assessment		Total	Code No
			Int.	Ext.		
Theory						
1	Nursing Foundation	2	15	35	50	PNU101
2	Nutrition and Dietetics	2	15	35	50	PNU102
3	Biochemistry and Biophysics	3	25	75	100	PNU103
4	Psychology	3	25	75	100	PNU104
5	Microbiology	3	25	75	100	PNU105
6	Maternal Nursing	3	25	75	100	PNU106
7	Child Health Nursing	3	25	75	100	PNU107
8	Medical & Surgical Nursing	3	25	75	100	PNU108
9	English (Qualifying)*	3	25	75	100	
Practicals						
1	Maternal Nursing		50	50	100	PNU106
2	Child Health Nursing		50	50	100	PNU107
3	Medical & Surgical Nursing		50	50	100	PNU108

SECOND YEAR

Sr. No.	Subject	Hours	Assessment		Total	Code No
			Int	Ext.		
Theory						
1	Sociology	3	25	75	100	PNU201
2	Community Health Nursing	3	25	75	100	PNU202
3	Mental Health Nursing	3	25	75	100	PNU203
4	Introduction to Nursing Education	3	25	75	100	PNU204
5	Introduction to Nursing Administration	3	25	75	100	PNU205
6	Introduction to Nursing Research & Statistics**	2	50	--	50	
Practicals						
1	Community Health Nursing		50	50	100	PNU202
2	Mental Health Nursing		50	50	100	PNU203
3	Research Project**		50	50	50	

Note: * Qualifying Examination ** College Examination (Not University Examination)

10. Eligibility for Appearing for P.I.M.S. Examination :

1. No student shall be allowed to appear for the Final University Examination conducted by P.I.M.S. unless he fulfills the requirement of attendance (80% Lectures, 100% in practical and clinics in each subject / course. In case of sickness or any valid reasons the candidate will be permitted to appear for examination if she/he has 75% attendance. However student will complete the expected clinical experience during vacation.
2. A candidate must have 100% attendance in each of the clinical areas before the award of the degree.
3. The candidate has to pass in theory and practical exam. separately in each of the papers .
4. If a candidate fails in either theory or practical papers he/she has to reappear for both papers (theory and practical) in the subsequent examination.
5. The maximum period to complete the course successfully should not exceed 8 years from the date of admission.
6. Maximum number of candidates for practical examinations should not exceed 20 per day.
7. All practical examination must be held in the respective clinical areas.
8. One internal and one external examiner should jointly conduct practical examinations for each student.
9. The examinations as mid-term and pre-final are internals and the final examinations as university examination.
10. No student will be allowed to appear for the University Examination unless he/she obtains 50% marks in Internal Assessment for each subject / course separately.
11. The Dean / Principal should certify that the candidate appearing for University Examination satisfies the above conditions.

11. Rules of Passing:

1. The candidates must secure a minimum of 50% marks in each head of passing and 50% marks in the aggregate in the University Examination. Theory and Practical / Clinical Examination will be treated as separate

heads of Passing. The candidate therefore should get minimum 38 marks in theory and 50 marks in Practical / Clinical Examination.

2. The candidate must secure a minimum of 40% mark in subsidiary subjects.
3. The candidate will be declared as passed with Distinction if he/she secures more than 75% marks and first class if he/she secures more than 60% marks.
4. Any candidate who fails in an Examination is not permitted to go to the next higher class. Passing in that subject is a prerequisite for appearing to the next higher examination.
5. If a candidate fails either in theory or in practical/clinical Examination of a subject he/she will be declared failed in that subject and he / she will have to appear both for the theory and practical / clinical Examination again.

A copy of Syllabus for the P.B B.Sc. Nursing course should be procured by the candidate.

ORDINANCE NO. 74**BACHELOR OF MEDICINE AND BACHELOR OF SURGERY (M.B.B.S.)****AIMS & OBJECTIVES****AIMS**

Graduate medical curriculum is oriented towards training students to undertake the responsibilities of a physician of first contact who is capable of looking after the preventive, promotive, curative & rehabilitative aspect of medicine.

With wide range of career opportunities available today, a graduate has a wide choice of career opportunities. The training, though broad based and flexible shall aim to provide an educational experience of the essential required for health care in our country. Training is designed to meet internationally acceptable standards.

To undertake the responsibilities of service situations which is a changing condition and of various types, it is essential to provide adequate placement training tailored to the needs of such services as to enable the graduates to become effective instruments of implementation of those requirements. To avail of opportunities and be able to conduct professional requirements, the graduate shall endeavour to have acquired basic training in different aspects of medical care.

The importance of the community aspects of health care and of rural health care services is to be recognized. This aspect of education & training of graduates shall be adequately recognized in the prescribed curriculum. Its importance has been systematically upgraded over the past years and adequate exposure to such experiences should be available throughout all the three phases of education & training. This has to be further emphasized and intensified by providing exposure to field practice areas and training during the internship period. The aim of the period of rural training during internship is to enable the fresh graduates to function efficiently under such settings.

The educational experience shall emphasize health and community orientation instead of only disease and hospital orientation or being-concentrated - on-curative -aspects. As such -all the basic concepts of modern scientific medical education are to be adequately dealt with.

There, must be enough experiences to be provided for self learning. The methods and techniques that would ensure this must become a part of teaching-learning process.

The medical graduate of modern scientific medicine shall endeavour to become capable of

functioning independently in both urban and rural environment. He/she shall endeavour to give emphasis on fundamental aspects of the subjects taught and on common problems of health and disease avoiding unnecessary details of specialization.

The importance of social factors in relation to the problem of health and diseases shall receive proper emphasis throughout the course and to achieve this purpose, the educational process shall also be community based than only hospital based. The importance of population control and family welfare planning shall be emphasized throughout the period of training with the importance of health and development duly emphasized.

Adequate emphasis is to be placed on cultivating logical and scientific habits of thought, clarity of expression and independence of judgment, ability to collect and analyse information and to correlate them.

The educational process shall be placed in a historic background as an evolving process and not merely as an acquisition of a large number of disjointed facts without a proper perspective. The history of Medicine with reference to the evolution of medical knowledge both in this country and the rest of the world shall form a part of this process.

Lectures alone are generally not adequate as a method of training and are a poor means of transferring/acquiring information and even less effective at skill development and in generating the appropriate attitudes. Every effort shall be made to encourage the use of active methods related to demonstration and on firsthand experience. Students will be encouraged to learn in small groups, through peer interactions so as to gain maximal experience through contacts with patients and the communities in which they live. While the curriculum objectives often refer to areas of knowledge or science, they are best taught in a setting of clinical relevance and hands on experience for students who assimilate and make this knowledge a part of their own working skills.

The graduate medical education in clinical subjects shall be based primarily on out-patient teaching, emergency departments and within the community including peripheral health care institutions. The out-patient departments shall be suitably planned to provide training to graduates in small groups.

Clinics shall be organised in small groups of preferably not more than 10 students so that a teacher can give personal attention to each student with a view to improve his skill and competence in handling of the patients.

Proper records of the work shall be maintained which will form the basis for the students' internal assessment and shall be available to the inspectors at the time of inspection of the

college by the Medical Council of India.

Maximal efforts shall be made to encourage integrated teaching between traditional subject areas using a problem based learning approach starting with clinical or community cases and exploring the relevance of various preclinical disciplines in both understanding and resolution of the problem. Every attempt shall be made to de-emphasize compartmentalisation of disciplines so as to achieve both horizontal and vertical integration in different phases.

Every attempt shall be made to encourage students to participate in group discussions and seminars to enable them to develop personality, character, expression and other faculties which are necessary for a medical graduate to function either in solo practice or as a team leader when he begins his independent career. A discussion group shall not have more than 20 students.

Faculty member shall avail modern educational technology while teaching the students and to attain this objective, Medical Education Units/ Departments shall be established in the medical college for faculty development and providing learning resource material to teachers.

To derive maximum advantage out of this revised curriculum, the vacation period to students in one calendar year shall not exceed one month, during the 4 th years Bachelor of Medicine and Bachelor of Surgery (MBBS) Course.

Institution shall insure that adequate financial and technical inputs are provided.

History of Medicine the students will be given an outline on History of Medicine. This will be taught in an integrated manner by subject specialists and will be coordinated by the Medical Education Unit of the Institution.

The Institution shall have a curriculum committee which would plan curricula and instructional method which will be regularly updated.

Integration of ICT in learning process will be implemented.

OBJECTIVES

At the end of undergraduate program, the medical student should be able to:

Recognize health for all as a national goal and health right of all citizens and by undergoing training for medical profession fulfill his/her social obligations towards realization of this goal.

Learn every aspect of National policies on health and devote himself/herself to its practical implementation.

Achieve competence in practice of holistic medicine, encompassing promotive, preventive, curative and rehabilitative aspects of common diseases.

Develop scientific temper, acquire educational experience for proficiency in profession and

promote healthy living.

Become exemplary citizen by observation of medical ethics and fulfilling social and professional obligations, so as to respond to national aspirations.

Be competent in diagnosis and management of common health problems of the individual and the community, commensurate with his/her position as a member of the health team at the primary, secondary or tertiary levels, using his/her clinical skills based on history, physical examination and relevant investigations.

Be competent to practice preventive, promotive, curative and rehabilitative medicine in respect to the commonly encountered health problems.

Appreciate rationale for different therapeutic modalities; be familiar with the administration of the essential drugs and their common side effects.

Be able to appreciate the socio-psychological, cultural, economic and environmental factors affecting health and develop humane attitude towards the patients in discharging one's professional responsibilities.

Possess the attitude for continued self learning and to seek further expertise or to pursue research in any chosen area of medicine.

Possess the attitude for continued self learning and to seek further expertise or to pursue research in any chosen area of medicine, action research and documentation skills.

Be familiar with the basic factors which are essential for the implementation of the National Health Programmes including practical aspects of the following:

- Family Welfare and Maternal and Child Health (MCH)
- Sanitation and water supply
- Prevention and control of communicable and non-communicable diseases
- Immunization
- Health Education
- IPHS standard of health at various level of service delivery, medical waste disposal.
- Organizational institutional arrangements.

Acquire basic management skills in the area of human resources, materials and resource management related to health care delivery, "General and hospital management principal inventory skills and counseling.

Be able to identify community health problems and learn to work to resolve these by designing,

instituting corrective steps and evaluating outcome of such measures.

Be able to work as a leading partner in health care teams and acquire proficiency in communication skills.

Be competent to work in a variety of health care settings.

Have personal characteristics and attitudes required for professional life such as personal integrity, sense of responsibility and dependability and ability to relate to or show concern for other individuals.

All efforts must be made to equip the medical graduate to acquire the practical skills.

COURSE STRUCTURE

TRAINING PERIOD AND TIME DISTRIBUTION

Every student shall undergo a period of certified study extending over 4 1/4 academic years divided into 9 semesters, (i.e. of 6 months each) from the date of commencement of his study for the subjects comprising the medical curriculum to the date of completion of the examination and followed by one year compulsory rotating internship. Each semester will consist of approximately 120 teaching days of 8 hours each college working time, including one hour of lunch.

The period of 4.4 years is divided into three phases as follows –

Phase-I (two semesters) - consisting of Pre-clinical subjects (Human Anatomy, Physiology including Bio-Physics, Bio-chemistry and introduction to Community Medicine including Humanities). Besides 60 hours for introduction to Community Medicine including Humanities, rest of the time shall be somewhat equally divided between Anatomy and Physiology plus Biochemistry combined (Physiology 2/3 & Biochemistry 1/3).

Phase-II (3 semesters) - consisting of para-clinical/ clinical subjects. During this phase teaching of para-clinical and clinical subjects shall be done concurrently. The para-clinical subjects shall consist of Pathology, Pharmacology, Microbiology, Forensic Medicine including Toxicology and part of Community Medicine.

The clinical subjects shall consist of all those detailed below in

Phase III. Out of the time for Para-clinical teaching approximately equal time be allotted to Pathology, Pharmacology, Microbiology and Forensic Medicine and Community Medicine combined (1/3 Forensic Medicine & 2/3 Community Medicine). See Appendix-C.

Phase-III (Continuation of study of clinical subjects for seven semesters after passing Phase-I)

The clinical subjects to be taught during Phase II & III are Medicine and its allied specialties, Surgery

and its allied specialties, Obstetrics and Gynaecology and Community Medicine.

Besides clinical posting as per schedule mentioned herewith, rest of the teaching hours be divided for didactic lectures, demonstrations, seminars, group discussions etc. in various subjects. The time distribution shall be as per Appendix-C.

The Medicine and its allied specialties training will include General Medicine, Paediatrics, Tuberculosis and Chest, Skin and Sexually Transmitted Diseases, Psychiatry, Radio-diagnosis, Infectious diseases etc. The Surgery and its allied specialties training will include General Surgery, Orthopedic Surgery including Physio-therapy and Rehabilitation, Ophthalmology, Otorhinolaryngology, Anesthesia, Dentistry, Radio-therapy etc. The Obstetrics & Gynecology training will include family medicine, family welfare planning etc.

The first 2 semester (approximately 240 teaching days) shall be occupied in the Phase I (Pre-clinical) subjects and introduction to a broader understanding of the perspectives of medical education leading to delivery of health care. No student shall be permitted to join the Phase II (Para-clinical/clinical) group of subjects until he has passed in all the Phase I (Pre-clinical subjects).

After passing pre-clinical subjects, ii year (3 semesters) shall be devoted to para-clinical subjects. Phase II will be devoted to para-clinical & clinical subjects, along with clinical postings. During clinical phase (Phase III) pre-clinical and para-clinical teaching will be integrated into the teaching of clinical subjects where relevant.

Didactic lectures shall not exceed one third of the time schedule; two third schedule shall include practicals, clinicals or/and group discussions. Learning process shall include living experiences, problem oriented approach, case studies and community health care activities.

The University shall organize admission timings and admission process in such a way that teaching in first semester starts by 1st of August each year.

Supplementary examination shall be conducted within 6 months. The students who pass the supplementary examination shall be allowed to appear in the second professional MBBS examination only after he/she completes the full course of study of three semesters (i.e. 18 months) for the second professional MBBS examination,

PHASE DISTRIBUTION AND TIMING OF EXAMINATION :-

I Professional examination (during second semester) II

I Passing in I Professional is Compulsory before proceeding to Phase II training.

A student who fails in the IInd professional examination, shall not be allowed to appear rd Professional Part I examination unless he passes all subjects of hand professional examination.

Passing in III Professional (Part I) examination is not compulsory before entering for 8th & 9th semester training, however passing of III Professional (Part I) is compulsory for being eligible for III* Professional (Part II) examination.

During third to ninth semesters, clinical postings of three hours duration daily as specified in the Table below is suggested for various departments, after Introductory Course in Clinical Methods in Medicine & Surgery of two weeks each for the whole class.

Clinical methods in Medicine and Surgery for whole class will be for 2 weeks each respectively at the start of 3rd semester

This posting includes training in Radiodiagnosis and Radiotherapy where existent. This posting includes exposure to Rehabilitation and Physiotherapy. This posting includes exposure to laboratory medicine and infectious diseases. This includes maternity training and Family medicine and the 3rd semester posting shall be in Family Welfare\Planning.

INTERNSHIP

General –

Internship is a phase of training wherein a graduate is expected to learn methods/modalities for actual practice of medical and health care and acquire skills under supervision so that he/she may become capable of functioning independently.

In order to make trained work force available, it may be considered as a phase of training wherein the graduate is expected to conduct actual practice under the supervision of a trained doctor. The learning methods and modalities have to be done during the MBBS course itself with larger number of hands on session, practice on simulators including zoos models.

Specific Objectives

At the end of the internship training, the student shall be able to:

Diagnose clinical common disease conditions encountered in practice and make timely decision for referral to higher level;

Use discreetly the essential drugs, infusions, blood or its substitutes and laboratory services.

Manage all type of emergencies-medical, surgical obstetric, neonatal and paediatric, by rendering first level care;

Demonstrate skills in monitoring of the National Health Programme and schemes, oriented to provide preventive and promotive health care services to the community;

Develop leadership qualities to function effectively as a leader of the health team organised to deliver the health and family welfare service in existing socio-economic, political and cultural environment;

Render services to chronically sick and disabled (both physical and mental) and to communicate

effectively with patient and the community.

Time allocation to each discipline is approximate and shall be guided more specifically by the actual experience obtained. Thus a student serving in a district or taluk hospital emergency room may well accumulate skill in surgery, orthopaedics, medicine, obstetrics and Gynaecology and Paediatrics during even a single night on duty.

Responsible authorities from the medical college shall adjust the intern experience to maximize intern's opportunities to practice skills in patient care in rough approximation of the time allocation suggested.

Internship -

Structure of internship and their time table fixed as per the norms of Medical Council of India

Every candidate will be required after passing the final MBBS examination to undergo compulsory rotational internship to the satisfaction of the College authorities and university for a period of 12 months so as to be eligible for the award of the degree of Bachelor of Medicine and Bachelor of Surgery (MBBS) and full registration.

The University shall issue a provisional MBBS pass certificate on passing the final examination.

The provisional registration will be for a period of one year. In the event of the shortage or unsatisfactory work, the period of provisional registration and the compulsory rotating internship may be suitably extended by the appropriate authorities.

The intern shall be entrusted with clinical responsibilities under direct supervision of senior medical officer. They shall not be, working independently.

Interns will not issue a medical certificate or a death certificate or a medico-legal document under their signature.

Adjustment to enable a candidate to obtain training in elective clinical subjects may be made.

One year's approved service in the Armed Forces Medical Services, after passing the final MBBS examination shall be considered as equivalent to the pre-registration training detailed above; such training shall, as far as possible, be at the Base/General Hospital.

Assessment of Internship

The intern shall maintain a record of work which is to be verified and certified by the medical officer under whom he works. Apart from scrutiny of the record of work, assessment and evaluation of training shall be undertaken by an objective approach using situation tests in knowledge, skills and attitude during and at the end of the training. Based on the record of work and date of evaluation, the Dean/Principal shall issue Certificate of satisfactory completion of training, following which the University shall award the MBBS degree or declare him eligible for it.

Satisfactory completion shall be determined on the basis of the following:-

- Proficiency of knowledge required for each case
- The competency in skills expected to manage each case:
 - a) Competency for performance of self performance,
 - b) of having assisted in procedures,
 - c) of having observed.
- Responsibility, punctuality, work up of case, involvement in treatment, follow-up reports.
- Capacity to work in a team (Behaviour with colleagues, nursing staff and relationship with paramedicals).
- Initiative, participation in discussions, research aptitude.

Poor / Fair / below average / average / above average / excellent

A Score of less than 3 in any of above items will represent unsatisfactory completion of internship.

Full registration shall only be given by the State Medical Council/Medical Council of India on the award of the MBBS degree by the university or its declaration that the candidate is eligible for it.

ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION

Eligibility Criteria:

No Candidate shall be allowed to be admitted to the Medical Curriculum proper of first Bachelor of Medicine and Bachelor of Surgery (MBBS) Course until:

i) He/she shall complete the age of 17 years on or before 31st December of the year of admission to the MBBS Course.

ii) He/she has passed qualifying examination as under:

ii) The higher secondary examination or the Indian School Certificate Examination which is equivalent to 10+2 Higher Secondary Examination after a period of 12 years study, the last two years of study comprising of physics, Chemistry, Biology/Bio-technology and Mathematics or any other elective subjects with English at a level not less than the core course for English as prescribed by the National Council for Educational Research and Training after the introduction of the 10+2+3 years educational structure as recommended by the National Committee on education.

Note: Where the course content is not as prescribed for 10+2 education structure of the National Committee, the candidates will have to undergo a period of one year pre-professional training before admission to the Medical colleges.

Or

The Intermediate examination in science of an Indian University/Board or other recognized examining body with Physics, Chemistry and Biology/Bio-technology which shall include a practical

test in these subjects and also English as a compulsory subject.

The pre-professional/pre-medical examination with Physics, Chemistry and Biology/Bio technology, after passing either the higher secondary school examination, or the pre- itoiversity or an equivalent examination. The p/q-Qrofessional/pre-niedical examination shall include a practical test in Phyeics, Chemistry Biology/Bio-technology and also English as a compulsory subject.

Or

B.Sc examination of an Indian University, provided that he/she has passed the B.Sc examination with not less than two of the following subjects Physics, Chemistry, Biology(Botany, Zoology)/Biotechnology arxi further that he/she has passed the earlier qualifying examination with the following subjects - Physics, Chemistry, Biology/Bio technology and English.

Or

Any other examination which, in scope and standard is found to be equivalent to the intermediate science examination of an Indian University/Board, taking Physics, Chemistry and Biology/Bio-technology including practical test in each of these subjects and English.

The pre-medical course may be conducted either at Medical College or a Science College. Marks obtained in mathematics are not to be considered for admission to MBBS course. After the 10+2 course is introduced, the integrated courses should be abolished.

Selection of Students: The admission procedure as prescribed by Medical Education department, Government of M.P. and other Regulatory State & Central bodies for professional Course will be followed. Students for M. B. B. S. course shall be selected strictly on the basis of their academic MERIT as decided by Govt. of M.P. and related Regulatory body.

In case the merit list of competitive entrance examination is exhausted and seats are still available, the remaining vacant seats are shall be filled up on the basis of National/ State level/College level test as decided by the Regulatory.

No. of Seats for MBBS Course shall be such as approved by Medical Council of India/ Govt. of India

Procedure for selection to MBBS course shall be as follows :-

A candidate must have passed in the subjects of Physics, Chemistry, Biology/Bio-technology and English individually and must have obtained a minimum of 50% marks taken together in Physics, Chemistry & Biology/Bio-technology at the qualifying' examination and in addition must have come in the merit list prepared as a result of such competitive entrance examination by securing not less than 50% Marks in Physics, Chemistry and Biology/Bio-technology taking together in the competitive examination. In respect of candidates belonging to Scheduled Castes, Scheduled Tribes

or other Backward Classes the marks obtained in Physics, Chemistry and Biology/Bio-technology taken

together in qualifying examination and competitive entrance examination instead of 50% as stated above.

Migration

Provided that a candidate who has appeared in the qualifying examination the result of which has not been declared, he may be provisionally permitted to take up the competitive entrance examination and in case of selection for admission to the MBBS course, he shall not be admitted to that course until he fulfils the eligibility criteria. Provide that the eligibility criteria for admission to persons with locomotory disability of lower

limbs will be a minimum of 45% marks instead of 50% taken together in qualifying examination and competitive entrance examination for admission in MBBS course.

Migration from one medical college to other is not a right of a student. However, migration of students from one medical college to another medical college in India may be considered as per norms laid down by the Medical Council of India, provided following criteria are fulfilled. Routine migrations on other grounds shall not be allowed, other the colleges, i.e. one at which the student is studying at present and one to which migration is sought, are recognised by the Medical Council of India.

The applicant candidate should have passed first professional MBBS examination.

The applicant candidate submits his application for migration, complete in all respects, to all authorities concerned within a period of one month of passing (declaration of results) the first professional Bachelor of Medicine and Bachelor of Surgery (MBBS) examination.

The applicant candidate must submit an affidavit stating that he/she will pursue 18 months of prescribed study before appearing at IInd professional Bachelor of Medicine and Bachelor of Surgery (MBBS) examination at the transferee medical college, which should be duly certified by the Registrar of the concerned University in which he/she is seeking transfer. The transfer will be applicable only after receipt of the affidavit.

Migration during clinical course of study shall not be allowed on any ground.

All applications for migration shall be referred to Medical Council of India by college authorities. The Institution / University shall not allow migrations directly without the approval of the Council. Council reserves the right, not to entertain any application which is not under the prescribed compassionate grounds and also to take independent decisions where applicant has been allowed to migrate without referring the same to the Council.

Compassionate grounds criteria for migration as laid down by MCI-

Death of a supporting guardian.

Illness of the candidate causing disability.

Disturbed conditions as declared by Government in the Medical College area.

Migration of students from one medical college to another medical college may be granted on any genuine ground subject to the availability of vacancy in the college where migration is sought and fulfilling the other requirements laid down in the Regulations. Migration would be restricted to 5% of the sanctioned intake of the college during the year. No migration will be

permitted on any ground from one medical college to another located within the same city. Migration of students from one College to another is permissible only if both the colleges are recognized by the Central Government under section 11(2) of the Indian Medical Council Act, 1956 and further subject to the condition that it shall not result in increase in the sanctioned intake capacity for the academic year concerned in respect of the receiving medical college.

The applicant candidate shall be eligible to apply for migration only after qualifying in the first professional MBBS examination. Migration during clinical course of study shall not be allowed on any ground.

For the purpose of migration an applicant candidate shall first obtain "No Objection Certificate" from the college where he is studying for the present and the university to which that college is affiliated. and also from the college to which the migration is sought and the university to it that college is affiliated. He/She shall submit his application for migration within a period of 1 month of passing (Declaration of result of the 1st Professional MBBS examination) along with the above cited four "No Objection Certificates" to: (a) the Director of Medical Education of the State, if migration is sought from one college to another within the same State or (b) the Medical Council of India, if the migration is sought from one college to another located outside the State.

A student who has joined another college on migration shall be eligible to appear in the final professional MBBS examination only after attaining the minimum attendance in that college in the subjects, lectures, seminars etc. required for appearing in the examination prescribed under Regulation

Note:-

1. The MANSAROVAR GLOBAL University /institutions shall frame appropriate guidelines for grant of No Objection Certificate or migration, as the case may be, to the students subject to provisions of these regulations.
2. Any request for migration not covered under the provisions of these Regulations shall be referred to the Medical Council of India for consideration on individual merits by the Director (Medical Education) of the State or the Head of Central Government Institution concerned. The decision taken by the Council on such requests shall be final.
3. The Institution shall send intimation to the Medical Council of India about the number of students admitted by them on migration within one month of their joining. It shall be open to the Council to undertake verification of the compliance of the provisions of the regulations governing migration by the Colleges at any point of time.

COMMENCEMENT OF COURSE

The M.B.B.S. course shall commence with effect from 1^o August of respective year or as per prevailing rules.

The last date up to which students can be admitted against vacancies arising due to any reason shall be 30th September of respective year or as per prevailing rules.

REGULATION RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENTS

i.) Examination Regulations - Essentialities for qualifying to appear in professional examinations. The performance in essential components of training are to be assessed, based on month of passing (Declaration of result of the 1st Professional MBBS examination) along with the above cited four "No Objection Certificates" to: (a) the Director of Medical Education of the State, if migration is sought from one college to another within the same State or (b) the Medical Council of India, if the migration is sought from one college to another located outside the State.

ii.) A student who has joined another college on migration shall be eligible to appear in the IInd professional MBBS examination only after attaining the minimum attendance in that college in the subjects, lectures, seminars etc. required for appearing in the examination prescribed under Regulation

Note-1: The MG University /Institutions shall frame appropriate guidelines for grant of No Objection Certificate or migration, as the case may be, to the students subject to provisions of these regulations.

Note-2 Any request for migration not covered under the provisions of these Regulations shall be referred to the Medical Council of India for consideration on individual merits by the Director (Medical Education) of the State or the Head of Central Government Institution concerned. The decision taken by the Council on such requests shall be final.

Note-3: The Institution shall send intimation to the Medical Council of India about the number of students admitted by them on migration within one month of their joining. It shall be open to the Council to undertake verification of the compliance of the provisions of the regulations governing migration by the Colleges at any point of time.

COMMENCEMENT OF COURSE

The M.B.B.S. course shall commence with effect from 1st August of respective year.

The last date up to which students can be admitted against vacancies arising due to any reason shall be 30th September of respective year.

REGULATION RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENTS

Examination Regulations - Essentialities for qualifying to appear in professional examinations. The performance in essential components of training are to be assessed, based on:-

Attendance

75% attendance in a subject for appearing in the examination is compulsory inclusive of attendance in non-lecture teaching i.e. seminars, group discussions, tutorials, demonstrations, practicals, hospital (Tertiary Secondary, Primary) posting and bed side clinics etc,

Internal Assessment

It shall be based on day to day assessment (see note), evaluation of student assignment, preparation for seminar, clinical case presentation etc. Regular periodical examinations shall be conducted throughout the course. The questions of number of examinations shall be decided by the institutions. Day to day records shall be given importance during internal assessment

Weightage for the internal assessment shall be 20% of the total marks in each subject. Student must secure at least 35% marks of the total marks fixed for internal assessment in a particular subject in order to be eligible to appear in final university examination of that subject.

Internal assessment shall relate to different ways in which students participation in learning participation in learning process during semesters in evaluated. Some examples are as follows:

- Preparation of subject for students seminar.
- Preparation of a clinical case for discussion.
- Clinical case study/problem solving exercise.
- Participation in Project for health care in the community (planning stage to evaluation).
- Proficiency in carrying out a practical or a skill in small research project.
- Multiple choice questions (MCQ) test after completion of a system/teaching.

Each item tested shall be objectively assessed and recorded. Some of the items can be assigned as Home work/Vacation work.

APPOINTMENT OF EXAMINERS

No person shall be appointed as an examiner in any of the subjects of the Professional

examination leading to and including the final Professional examinations for the award of the MBBS degree unless he has taken at least five years previously, a doctorate degree of a recognized university or an equivalent qualification in the particular subject as per recommendation of the Council on teachers eligibility qualifications and has had at least five years of total teaching experience in the subject concerned in a college affiliated to a recognized university at a faculty position.

There shall be at least four examiners for 100 students, out of whom not less than 50% must be external examiners. Of the four examiners, the senior most internal examiner will act as the Chairman and co-ordinator of the whole examination programme so that uniformity in the matter of assessment of candidates is maintained. Where candidates appearing are more than 100, one additional examiner, for every additional 50 or part thereof candidates appearing, be appointed.

Non medical scientists engaged in the teaching of medical students as whole time teachers, may be appointed examiners in their concerned subjects provided they possess requisite doctorate qualifications and five year teaching experience of medical students after obtaining their postgraduate qualifications. Provided further that the 50% of the examiners (Internal & External) are from the medical qualification stream.

External examiners shall not be from the same university and preferably be from outside the state.

The internal examiner in a subject shall not accept external examinership for a college from which external examiner is appointed in his subject.

External examiners shall rotate at an interval of 2 years.

There shall be a Chairman of the Board of paper-setters who shall be an internal examiner and shall moderate the questions.

Except Head of the department of subject concerned in a college/institution, all other with the rank of reader or equivalent and above with requisite qualifications and experience shall be appointed internal examiners by rotation in their subjects; provided that where there are no posts of readers, then an Assistant Professor of 5 years standing as Assistant Professor may be considered for appointment as examiner.

UNIVERSITY EXAMINATIONS: THEORY AND PRACTICAL

Theory papers will be prepared by the examiners as prescribed. Nature of questions will be short answer type/objective type and marks for each part indicated separately. Question papers should, preferably be of short structure/objective type.

Practicals /clinical will be conducted in the laboratories or hospital wards. The objective will be to assess proficiency in skills, conduct of experiment, interpretation of data and logical conclusion. Clinical cases should preferably include common diseases and not esoteric syndromes or rare disorders. Emphasis should be on candidate's capability in eliciting physical signs and their interpretation. Clinical cases /practical's shall take into account common diseases which the student is likely to come in contact in practice. Rare cases/obscure syndromes, long cases of neurology shall not be put for final examination

Viva/oral includes evaluation of management approach and handling of emergencies. Candidates skill in interpretation of common investigative data, x-rays, identification of specimens, ECG etc. also is to be evaluated.

The examinations are to be designed with a view to ascertain whether the candidate has acquired the necessary for knowledge, minimum skills along with clear concepts of the fundamentals which are necessary for him to carry out his professional day to day work competently. Evaluation will be carried out on an objective basis. Question papers should preferably be of short structure/objective type. Clinical cases/practicals shall take into account common diseases which the student is likely to come in contact in practice. Rare cases/obscure syndromes, long cases of neurology shall not be put for final examination.

During evaluation it shall be ascertained if the candidate has acquired the desired practical skills.

There shall be one main examination in a year and a supplementary to be held not later than 6 months after the publication of its results. Universities Examinations shall be held as under:-

1. First Professional:- In the second Semester of Phase I training, in the subjects of Anatomy, Physiology and Bio-Chemistry.
2. Second Professional:- In the Fifth Semester of Phase II training, in the subjects of Pathology, Microbiology, Pharmacy and Forensic Medicine.
3. Third Professional ;- Part I- in the Seventh Semester of Phase III, in the

subjects of Ophthalmology, Oto-rhyno-laryngology and Community Medicine.

4. Third Professional ; - Part II-(Final Professional) - At the end of Phase III training in the subjects of Medicine, Surgery, Obstetrics & Gynecology and Pediatrics.

Note:

- a) Results of University examinations shall be declared before the start of teaching for next semester.
- b) Passing in 1st Professional is compulsory before proceeding to Phase II training.
- c) A student who fails in the IIrd professional examination, should not be allowed to appear IIIrd Professional Part I examination unless he passes all subjects of first Professional examination.
- d) Passing in IIIrd Professional (Part-1) is compulsory for being eligible for IIIrd Professional (Part II) examination

Distribution of marks to various disciplines:

First Professional examination:(Pre-clinical Subjects):-

1. Anatomy:

Theory-Two papers of 50 marks each
(One applied question of 10 marks in each paper) 100 marks.
Oral(Viva) 20 marks
Practical 40 marks Internal Assessment
(Theory-20; Practical-20) 40 marks Total 200 marks

2. Physiology including Biophysics

Theory-Two papers of 50 marks each
(One applied question of 10 marks in each paper) 100 marks
Oral (Viva) 20 marks Practical 40 marks Internal Assessment
(Theory-20; Practical-20) 40 marks Total 200 marks

3. Biochemistry

Theory-Two papers of 50 marks each (One applied question of 10 marks in each

paper) 100 marks Oral (Viva) 20 marks Practical 40 marks Internal Assessment
(Theory-20; Practical-20) 40 marks Total 200 marks

Pass: In each of the subjects, a candidate must obtain 50% in aggregate with a minimum of 50% in Theory including orals and minimum of 50% in Practicals.

Second Professional Examination: (Para-clinical subjects)

1. Pathology

Theory-Two papers of 40 marks each (One applied question of 10 marks in each paper) 80 marks Oral (Viva) 15 marks Practical 25 marks Internal assessment
(Theory-15; Practical-15) 30marks Total 150 marks

2. Microbiology

Theory-Two papers of 40 marks each (One applied question of 10 marks in each paper) 80 marks Oral (Viva) 15 marks Practical 25 marks Internal assessment (Theory-15; Practical-15) 30 marks Total 150 marks

3. Pharmacology

Theory-Two papers of 40 marks each Containing one question on clinical therapeutics 80 marks Oral (Viva) 15 marks Practical 25 marks Internal assessment (Theory-15; Practical-15) 30 marks Total 150 marks

4. Forensic Medicine

Theory-one paper 40 marks Oral (Viva) 10 marks Practical/Clinicals 30 marks Internalassessment (Theory-10; Practical-10) 20 marks Total 100 marks

Pass: In each of the subjects, a candidate must obtain 50 % in aggregate with a minimum of 50% in Theory including oral and minimum of 50% in Practicals/clinicals.

Third Professional - Part I To be conducted during end period of seventh semester.

1. Ophthalmology

Theory : One paper 40 marks should contain one question on pre-clinical and para-clinical aspects, of 10 marks) Oral (Viva) 10 marks. Clinical 30 marks Internal assessment 20 marks (Theory- 10; Practical-10) Total 100 marks Oto-Rhino-Laryngology Theory:One paper 40 marks (should contain one question on pre-clinical and para-clinical aspects, of 10 marks) Oral(Viva) 10 marks Clinical 30 marks Internal assessment 20marks (Theory-10 Practical-10) Total 100 marks

2. Community Medicine including Humanities

Theory : Two papers of 60 marks each 120 marks (includes problem solving, applied aspects of management at primary level including essential drugs, occupational (agro based) diseases, rehabilitation and social aspects of community). Oral (Viva) 10 marks Practical/Project evaluation 30 marks Internal assessment 40 marks (Theory -20; Practical-20)
Total 200 marks

Pass: In each of the subjects a candidate must obtain 50% in aggregate with a minimum of 50% in Theory including orals and minimum of 50% in practicals/clinicals.

Third Professional - Part II

Each paper shall have two sections. Questions requiring essay type answers may be avoided.

1. Medicine

Theory- Two papers of 60 marks each 120 marks

Paper 1- General Medicine

Paper II- General Medicine (including Psychiatry, Dermatology and S.T.D.)

Oral(Viva)

Interpretation of X-ray ECG, etc. 20 marks Clinical (Bed side) 100 marks

Internal assessment 60 marks (Theory-30; Practical-30) Total 300 marks

2. Surgery

Theory- Two papers of 60 marks each 120 marks

Paper-1-General Surgery (Section 1) Orthopaedics (Section 2)

Paper II-General Surgery including

Anaesthesiology, Dental diseases and @diology. (shall contain one question on basic sciences and allied subjects)

Oral (Viva) Interpretation of Investigative data 20 marks Clinical (Bed Side) 100 marks

Internal assessment 60 marks (Theory-30; Practical-30) 60 marks Total 300 marks

Paper 1 of Surgery shall have one section in Orthopedics. The questions on Orthopedics Surgery be set and assessed by examiners who are teachers in the Orthopaedic surgery.

3. Obstetrics and Gynecology

Theory Two papers of 40 marks each 80 marks

Paper I - Obstetrics including social obstetrics.

Paper II - Gynaecology, -Family Welfare and Demography
(Shall contain one question on basic sciences and allied subjects)

Oral (Viva) including record of delivery cases (20+10) 30 marks

Clinical 50 marks Internal assessment

(Theory-20; Practical-20) total 40 marks Total 200 marks

4. Pediatrics: (Including Neonatology)

Theory: One paper 40 marks (Shall contain one question on basic sciences and allied subjects)

Oral (Viva) 10 marks Clinical 30 marks

Internal assessment 20 marks (Theory-10; Practical-10)

Total 100 marks

Pass: In each of the subjects a candidate must obtain 50% in aggregate with a minimum of 50% in Theory including orals and minimum of 50% in Practicals/clinicals.

Criteria for passing

- Results of University examinations shall be declared before the start of teaching for next semester.
- Passing in 1st Professional is compulsory before proceeding to Phase II training.
- A student who fails in the final professional examination, should not be allowed to appear in 3rd Professional Part I examination unless he passes all subjects of final Professional examination.
- Passing in 3rd Professional (Part-I) is compulsory for being eligible for 3rd Professional (Part II) examination

Division and Meritlist

- The division shall be awarded only after 3rd part II university examination and shall be based on the aggregate marks

There shall be only three divisions as follow

- 1st division with Honors 75 % and above
- 1st division 60 % and above but below 75%
- 2nd division: 50% and above but below 60%

- The merit shall be declared by the university after the declaration of result of 3 Part II M.B.B.S. university examination on the basis of the integrated performance of all the four M.B.B.S. university examinations. The merit list shall include first 10 candidates securing at least 1st division and passing all M.B.B.S. university examination in first attempts with all subjects taken together.

Coadunation of deficiency in marks

- The grace marks up to a maximum of five marks may be awarded at the discretion of the University to a student who has failed only in one subject but has passed in all other subjects.
- After coadunation of marks the result Of the concerned M.B.B.S. university examination shall be declared as "Pass by coadunation" or "Pass by grace".

REVALUATION / RE-TOTALING

1. Re-totaling-The university on application and remittance of stipulated fees as prescribed by the university shall permit a recounting or opportunity to recount the marks received for various questions in an answer paper/papers for theory of all subject for which a candidate has appeared in the university examination. Any error in addition of marks awarded, if identified shall be suitably rectified.

2. Revaluation- Revaluation of theory papers in all years of study of the M.B.B.S. course shall be permissible by the university on application and remittance of the prescribed fees within the stipulated time. Such answer scripts shall be reevaluated by not less than two duly qualified examiners and the average obtained shall be awarded to the candidate and the result reconsidered accordingly.

CANCELLATION OF ADMISSION

The admission of the student at any stage of the study shall be cancelled by the Vice Chancellor based on the recommendation of the head of the institution if:

- i. He/ She is not found to be qualified or eligible as per MCI norms and guidelines.
- ii. He/She is found to have produced false / forged documents or found to have used unfair means to secure admission.
- ii. He/ she is found to be involved in serious breach of discipline in the restitution or the university campus.

Prescribed Teaching Hours :-

Following minimum teaching hours are prescribed in various disciplines;

A.

Pre-Clinical Subjects

(Phase-1 -First and Second Semester)

Anatomy	650 Hrs
Physiology	480 Hrs.
Biochemistry	240 Hrs.
Community Medicine	60 Hrs

Para-Clinical Subjects (Phase-II-5th to 7th Semester)

Pathology	300 Hrs.
Pharmacology	300 Hrs.
Microbiology	250 Hrs.
Community Medicine	200 Hrs.
Forensic Medicine (including 8 weeks postings of 3 hrs each)	100 Hrs

Teaching of para-clinical subjects shall be 4 hrs per day in 3rd Hrs Semester and 3Hrs per day in 4th and 5th Semesters (See attached Time Table)

Clinical Subjects

Clinical postings as per chart attached.

Theory lectures, demonstrations and Seminars etc.in addition to clinical postings as under.

The clinical lectures to be held from 4th Semester onwards (See attached Time Table)

Gen-Medicine	300 Hours
Gen. Surgery	300 Hours
Paediatrics	100 Hours
Orthopedics	100 Hours
T.B. and Chest	20 Hours
Ophthalmology	100 Hours
Psychiatry	20 Hours
ENT	70 Hours
Skin and STD	30 Hours
Radiology	20 Hours

Community Medicine	50 Hours
Dentistry	10 Hours
Anaesthesia	20 HourS
Obst&Gynae.	300Hours

MANSAROVAR GLOBAL UNIVERSITY**ORDINANCE NO. 75****Bachelor of Homoeopathic Medicine and Surgery****(B.H.M.S.)**

The Ordinance is applicable to candidates admitted in Bachelor of Homoeopathic Medicine and Surgery

Aims & Objective**Aims**

To heal and comfort the suffering humanity with compassion and respect; and to be recognized as a global leader in Homoeopathic Medical Education and Research

Objective

- To be a centre of excellence in Homoeopathic Medical Education and research.
- To be progressive in providing holistic health care services to all.
- To be a pioneer in reaching out to the underprivileged
- To inculcate moral values in the students to guide them in the service of the suffering humanity
- To be a pioneer in providing quality patient care and best medical education, responsive to society's needs through Homoeopathy.

Duration of Course

The duration of Course shall five & Half year including internship & the maximum duration shall be 8 years

Eligibility Criteria for admission

For admission to BHMS course, only those candidates are eligible who have passed the 12th Exam of 10+2 system (qualifying examination) with Physics, Chemistry and Biology subjects separately and has secured not less than 50% aggregate marks for unreserved category. Candidate of all categories and classes are required to have passed ENGLISH subject in the qualifying examination of 10+2 system.

OR

Have passed an equivalent or higher examination with Physics, Chemistry and Biology from any

other recognized Board or University recognized by Department of School Education, Government of Madhya Pradesh. For foreign nationals seeking admission, their eligibility shall be considered on the thesis of equivalent certificate issued to them by the concerned Board / University and approved by the Ministry of External Affairs, Government of India. Candidate of all categories and classes are required to have passed ENGLISH subject in qualifying equivalent examination. No candidate shall be allowed to be admitted in Homeopathy intuition until the candidate has completed or shall complete the age of 17 years on or before 31th December of the year of examination.

The relaxation for Scheduled Caste/Scheduled Tribe, OBC/Physical handicapped the relaxation in eligibility marks shall be as per rules of State/Central Govt. and Regulatory Body i.e. Central Council of Homoeopathy

CRITERIA FOR SELECTION:

Students for BHMS Course shall be admitted as decided by Board of Management of the University which should be as per directive/guideline of Regulatory body

Students for BHMS course shall be selected strictly on the basis of their academic merit and on the basis of merit as determined by the competitive entrance examination conducted by Mansarovar Global University / any other designated agency approved and authorized by the Mansarovar Global University, Bhopal or as decided by Regulatory Body i.e. Central Council of Homoeopathy.

The minimum percentage of marks for eligibility for admission to BHMS Courses shall be 50% for general category candidates and 40% for the candidates belonging to Scheduled Castes and Scheduled Tribes, obtained in Entrance examination.

The candidates for admission to BHMS Course shall be selected on the basis of Admission selection process decided by statutory body. The fees for each course shall be decided by Board of Management of University after the approval of M.P. Private University Regulatory Commission. The Number of seats in each course will be as per approval of Central Council of Homoeopathy.

ATTENDANCE

A student shall be required to have a minimum attendance of 75% or more in the aggregate of all the Subject taken together in an Academic year.

CURRICULUM OF THE PROGRAMME

Curriculum of the B.H.M.S. courses, theory and practical's shall be as approved by the Academic Council as per guidelines of Regulatory body

(A) MINIMUM TEACHING HOURS, EXAMINATION & EVALUATION, CRITERIA FOR PASSING COURSES, MARKS AND DIVISIONS

Any undergraduate may be admitted to the First B.H.M.S. examination provided that he has regularly attend, the following courses of instruction in the subjects of the examination, theoretical and practical for not less than one year in the college / institution to the satisfaction of the Principal / Director / Principal of the institution.

A candidate securing 75% or above marks in any of the subjects shall be declared to receive honors in that subjects provided he has passed the examination in the first attempt.

In order to pass the B.H.M.S. Examination a candidate must pass in all subjects of the examination

Pass marks in all subjects both homoeopathic and allied medical subjects shall be 50% in each part (written, oral with practical).

For appearing in Second B.H.M.S. Exam, the candidate should have passed the First B.H.M.S. examination at least one year previously; and for third B.H.M.S. Exam, he has passed the second B.H.M.S. Examination at least one year previously. The Third B.H.M.S. examination shall be held at the end of 3.5 years of B.H.M.S. course or at the end of 42nd month of admission to First B.H.M.S. The Fourth B.H.M.S. Examination shall be held at the end of 54th month of admission to First B.H.M.S.

NOTE: -Any changes if notified through Regulation by the Central Council for Homoeopathy, the provision of the above clause shall be modified to the extent.

RESULTS AND READMISSION TO EXAMINATION

Controller of Examination will ensure that the results of the examination are published in time so that the students who successfully complete the B.H.M.S. Examinations can complete the course in 5 1/2 years after admission.

Candidates who have passed in one or more subjects need not appear in that subject or those subjects again in the subsequent examinations if the candidate passes the whole examination within four chances including the original examination.--

Facility to keep term: Not withstanding with the foregoing regulations, the students shall be allowed the facility to keep term on the following conditions:

- The candidate must pass the Second B.H.M.S. Examination at least one term (6 months) before he is allowed to appear in the Third B.H.M.S. Examination.
- The candidate must pass the Third B.H.M.S. Examination at least one term (6 months) before he is allowed to appear in the Fourth B.H.M.S. Examination.
- No candidate shall be given more than 4 chances to appear in First B.H.M.S. Examination in the same subject.

A candidate who appears at Second or Third B.H.M.S. Examinations, but fails to pass in the subject or subjects, he may be admitted to the next examination in the subject or subjects. However candidates shall be allowed to keep term as provided in above.

- Special classes, seminars, demonstrations, practical, tutorials etc. shall be arranged for the repeaters in the subject in which they have failed before they are allowed to appear at the next examination, in which attendance shall be Compulsory.

If a candidate fails to pass in all the subjects within four chances in examinations, he shall be required to prosecute a further course of studying all the subjects and in all parts for one year to the satisfaction of the head of the college and appearing for examination in all the subjects.

Provided that if a student appearing for the Fourth B.H.M.S. examination has only one subject to pass at the end of prescribed chances, he shall be allowed to appear at the next examination in that particular subject and shall complete the examination with this special chance.

The examining body may under exceptional circumstances, partially or wholly cancel any examination conducted by it under intimation to the Central Council of Homoeopathy and arrange for conducting re-examination in those subjects within a period of thirty days from the date of such cancellation.

Grace marks may be awarded to the students at the discretion of the University's examining body on exceptional circumstances.

Note :-However, in clause 10 it is subject to the provision that any changes if notified Through Regulation by the Central Council for Homoeopathy, the provision of the above clause shall be modified to the extent.

INTERNSHIP

Training in pediatric department to understand pediatric problems and their management through Homoeopathy.

In the department of skin he should be exposed to various skin lesions and their diagnosis including allergy, leprosy, Leukoderma etc., and their management through Homoeopathy.

He should be exposed to various community based health activities, health programmes, their implementations and organizational set up. He should also be involved in motivational programmes, health education nutrition, M.C.H., Family welfare and other activities, Control of communicable diseases like tuberculosis, leprosy and sexually transmitted disease.

Medico-Legal: Acquaintance with issue of various medical certificates like leave certificate on the ground of sickness, fitness certificate, death certificate, birth certificate, medical examination, court procedures in police cases like deaths by unnatural cause, accident etc. preservation of viscera in poisoning cases, postmortem, various Drugs Acts, Homoeopathic Pharmacopoeias, Homoeopathy Central Council Act, various State Homoeopathic Acts, Act of professional conduct and ethics.

Drug Proving:

In case of degree level internee, it shall be compulsory to take part in Drug Proving Programme and the Internee shall prove at least one drug during the period of internship.

Each student during the compulsory internship training shall be allotted specific assignment for doing his/her original work in an objective manner. The assignment to be given shall be Decided mutually by the concerned students and the college authorities. Such assignments will be evaluated by a team of 3 experts (relevant to subject) appointed by the College/ institution with consent of University concerned. The College authority will also ensure avoidance of duplication of work.

Maintenance of Records

Each internee shall have to maintain a detailed record of at least 25 acute cases and 15 chronic cases treated with homoeopathic medicine during his training in the medical department. Each internee shall have to maintain a detailed record of at least 10 delivery cases attended by him in the Department of Obstetrics and 15 surgical cases assisted by him in the Department of Surgery. During this period internee shall also have to carry out any selective assignment on any subject given to him by the physician In-charge.

Attendance

Minimum attendance of each internee shall not be less than 80%.

Each candidate shall be required to undergo compulsory rotating internship of one year, after passing the final B.H.M.S. Examinations, to the satisfaction of the Principal of the Homoeopathic College. Thereafter only, the candidate shall be eligible for the award of Degree of Homoeopathic Medicine and Surgery (B.H.M.S.) by the University.

All parts of the internship training shall be undertaken at the hospital attached to the College, and, in cases where such hospital cannot accommodate all of its

students for internship then such candidates/ students shall be informed in writing by the college and it shall be the responsibility of the College to ensure that each of such students is put on internship training in a Homoeopathic Hospital or dispensary run by Government or local bodies.

To enable the State Board/ Council of Homoeopathy to grant provisional registration of minimum of one year to each candidate to undertake the internship, the University concerned shall issue a provisional passed certificate on passing the final B.H.M.S. Examination to each successful candidate.

Provided that in the event of shortage, or unsatisfactory work, the period of compulsory internship and the provisional registration shall be accordingly extended by the State Board/ Council.

10.9.3 Full registration shall only be given by the State Boards if the B.H.M.S. degree awarded by the University concerned is a recognized medical qualification as per Section 13(1) of the Act, and Board shall award registration to such candidates who produce certificate of completion or compulsory rotation internship of not less than one year duration from the Principal of College where one has been a bonafide student which shall also declare that the candidate is eligible.

The internee students shall not prescribe the treatment including medicines and each of them shall work under the direct supervision of Head of Department concerned and/or a Resident Medical Officer. No intern student shall issue any medico-legal document under his/her signatures.

Each candidate shall complete the internship training at the maximum within a period of 24 months after passing the final year examination.

The internship training shall be regulated by the Principal in consultation with concerned Heads of Departments and R.M.O. as under: 6.

Each internee student shall be asked to maintain a record of work which is to be constantly monitored by the Head of concerned Department and/or Resident Medical Officer under whom the internee is posted. The scrutiny of record shall be done in an objective way to update the knowledge, skill and aptitude of internee.

The stress during the internship training shall be on case taking, evaluation of symptoms, nosological and miasmatic diagnostic analysis, repertorisation and management of sick people based on principles of Homoeopathy. Weekly seminars shall be conducted where interns in rotation are given, a chance to present their cases for discussion, and, concerned teachers/ R.M.O. shall assess performance of each of interns.

Rotation of intern-students shall be as under:

Practice of Medicine- 8 months wherein internee will be rotated in each Psychology, Respirative, Gastro-intestinal, Endocrinology, Skin and V.D., Locomotors, Cardiology, Paediatrics sections.

Surgery - 1 month

Obstetrics & Gynaecology - 2 months (1 month each (including Reproductive & child health care))

Community medicine (including PHC/CNC) - 1 month

Each internee shall be exposed to clinicopathology work to acquire skill in taking samples and doing routine blood-examination, blood smear for parasites, sputum examination, urine and stool examination. Students shall be trained to correlate laboratory findings with diagnosis and management of sick people.

Each internee shall be given opportunities to learn the diagnostic techniques like x-rays, Ultrasonography, E.C.G., Spirometer and other forthcoming techniques and co-relate their findings with diagnosis and management of cases.

Each internee students shall be given adequate knowledge about issuing of medico-legal certificates including medical and fitness certificates, death certificates, birth certificates, court producers and all of such legislation's be discussed which were taught in curriculum of Forensic Medicine.

Each internee shall maintain records of 40 actual and 25 chronic cases complete in all manner including follow up in Practice of Medicine, record of 5 antenatal check- up and 3 delivery cases attended by him/ her in Department of Obstetrics and 3 cases of Gynecology, records of 5 surgical

cases assisted by him (and demonstrational knowledge of dressings) in Surgery department, and records of knowledge gained in Primary Health Centers, Community Health Centers, various health programmes.

It shall be compulsory for each intern-student to prove at least one drug during the Period of internship.

Each internee shall be given a liberty to choose an elective assignment on any subject, and complete out-put shall be furnished in writing by the internee in respect of selective assignment to the Principal of the College within internship duration.

Each intern shall be posted on duty in such a manner that each of them attend at least 15 days in O.P.D. and 15 days in I.P.D. at least in each month (except for duty in Community Medicine) and attend the other parts of duty including self-preparation in Library.

Each intern-student shall be made to learn importance of maintaining statistics and records, intern-student shall also be familiarized with research-methodology.

Each internee shall have not less than 80% of attendance during the internship training.

Each internee shall be on duty of at least 6 hrs. per day during the compulsory internship training.

NOTE:- However any changes if notified through Regulation by the Central Council of Homoeopathy, the provision of the above clause shall be modified to the extent.

AWARD OF DEGREE

A student shall be awarded a degree if:

If he has successfully passed the final B.H.M.S. examination, held at the end of 4 1/2 years and completed one year of compulsory rotatory internship after passing the final examination, as prescribed.

There are no dues outstanding in his/her name to the University/ Institution: and

No disciplinary action is pending against him/her

The Fees of this Course shall be as decided by the Board of Management of the University and after the approval of M.P. Private University Regulatory Commission.

The medium of Instruction and Examination shall be English.

ORDINANCE NO. 76**THE ORDINANCE FOR THE AWARD OF TWO YEARS POST GRADUATE
DEGREE IN SOCIAL SCIENCE & HUMANITIES**

1. **Title of the Degree:** (i) Master of Social Work (M.S.W.)
2. **Name of Faculty** : Faculty of Social Science & Humanities
3. **Duration of the Course** : Two years
4. **Eligibility For Admission** :

Every applicant for admission to the First Year of M.S.W. shall possess following educational qualification:-

Candidate should be a graduate in any discipline e.g. BA, B.Com., B.Sc. etc. with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent or any open University. However, the graduate degree should be with three years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

Or

The candidate should possess professional Degree in field of Social Science & Humanities, Commerce, Finance, Management, Economics, Engineering, Law etc. with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent.

Or

Associate membership of any professional bodies which is recognized by the University as equivalent to UG in relevant streams with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade.

Or

However, candidate who is appearing or has appeared for final year/semester of any degree/. qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional

basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI/other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure

The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time or based on qualifying examination.

7. Specialization Distribution:

Admission to a particular stream/ specialization of M.S.W. Course shall be as decided by the University on the basis of either merit or counseling or personal interview.

8. Intake

The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/year

There will be one academic cycle for these courses every year as decided by the University.

10. Course Structure:

Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction and Examination : The medium of instruction and examination shall be English

12. Examination

a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree :

A student shall be declared to be eligible for award of the Degree with various specializations if he/ she has:

(A) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

(B) Successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable; c.) Earned the specified credits in all the categories of subjects if applicable;

(C) Secured a minimum CGPA of 4.5 or 45% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

(D) No dues to the University, Hostels, Libraries, NCC/NSS etc; and No disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.S.W. Degree ordinarily within a maximum period of four years respectively from the session of first admission. However,

for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction:

- i.) The admission to the M.S.W. Course shall be governed in accordance and provisions with the Rules/Directives of DOC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of DOC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- iii.) For matters not covered in this specific ordinance, General rules and regulations of MGU Bhopal, regarding specific courses shall be applicable. In other matters Board of Management of MGU shall be competent to take any decision which shall be final.

17. The various specializations in the M.S.W. programmes in the Faculty of Social Science & Humanities and other faculties shall include the traditional as well as innovative areas of various spheres of knowledge's linked/ related with Social Science, Law & Management as proposed by the concerned Board of Studies and duly approved by the Academic Council.
18. The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.
19. These programmes are offered by the Faculty of Social Science & Humanities recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
20. In future, more number of post graduate degree Programmed/Courses with various specializations can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University camps.
21. The University shall also offer more number of Social Science & Humanities related PG Course/Programmed with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies,

of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of knowledge to all concerned throughout the World.

22. This Ordinance shall be applicable to all Post Graduates Degree Programmed/Courses of Two years duration, Regular in nature full time in Social Science & Humanities and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 77**BACHELOR OF DENTAL SURGERY (B.D.S.)****1. AIMS**

1.1 The dental graduates during training in the institutions should acquire adequate knowledge, necessary skills and such attitudes which are required for carrying out all the activities appropriate to general dental practice involving the prevention, diagnosis and treatment of anomalies and diseases of the teeth, mouth, jaws and associated tissues.

1.2 The graduate should also understand the concept of community oral health education and be able to participate in the rural health care delivery programmes existing in the country.

GOALS OF EDUCATION AND TRAINING:

The Dental curriculum shall be oriented towards educating students of

B.D.S. Course to:

- Take up the responsibilities of dental surgeon of first contact and be capable of functioning independently in both urban and rural environment.

Provide educational experience that allows hands-on- experience both in hospital as well as in community setting.

Make maximum efforts to encourage integrated teaching and de-emphasize compartmentalisation of disciplines so as to achieve horizontal and vertical integration indifferent phases.

Offer educational experience that emphasizes health rather than only disease. Teach common problems of health and disease and to the national programmes.

- Use learner oriented methods, which would encourage clarity of expression, independence of judgment, scientific habits, problem solving abilities, self initiated and self-directed learning.

Use of active methods of learning such as group discussions, seminars, role play, field visits, demonstrations, peer interactions etc., which would enable students to develop personality, communication skills and other qualities which are necessary may be Regular periodic assessment be done throughout the course. Examinations be designed with a view to assess not

merely the "knowledge" but also practical and Clinical skills, habits and values which are necessary for a graduate to carry out professional day to day work competently.

Establish a Dental Education Unit for faculty development, preparation of learning resource materials and for improving evaluation methods.

OBJECTIVES:

- The objectives are dealt under three headings namely
 - (a) Knowledge and understanding
 - (b) Skills and
 - (c) Attitudes.

Knowledge and understanding: The graduate shall acquire the following during the period of training.

- Adequate knowledge of the scientific foundations on which dentistry is based and good understanding of various relevant scientific methods, principles of biological functions and shall be able to evaluate and analyze scientifically various established facts and data.
- Adequate knowledge of the development, structure and function of the teeth, mouth and jaws and associated tissues both in health and disease and the relationship and effect on general-state of health and also the bearing on physical and social well-being of the patient.
- Adequate knowledge of clinical disciplines and methods, which provide a coherent picture of anomalies, lesions and diseases of the teeth, mouth and jaws and preventive, diagnostic and therapeutic aspects of dentistry.
- Adequate clinical experience required for general dental practice.
- Adequate knowledge of biological function and behavior of persons in health and sickness as well as the influence of the natural and social environment on the state of health so far as it affects dentistry.

Skills : A graduate shall be able to demonstrate the following skills necessary for practice of dentistry.

- Able to diagnose and manage various common dental problems encountered in general dental practice, keeping in mind the expectations and the right of the society to receive the best possible treatment available wherever possible.

- Acquire skill to prevent and manage complications if encountered while carrying out various dental surgical and other procedures.
- Possess skill to carry out required investigative procedures and ability to interpret laboratory findings.
- Promote oral health and help to prevent oral diseases wherever possible. Competent in control of pain and anxiety during dental treatment.

Attitudes: A graduate shall develop during the training period the following attitudes.

- Willing to apply current knowledge of dentistry in the best interest of the patients and the community.
- Maintain a high standard of professional ethics and conduct and apply these in all aspects of professional life.
- Seek to improve awareness and provide possible solutions for oral health problems and needs throughout the community.
- Willingness to participate in the continuing education programmes to update knowledge and professional skills from time to time.
- To help and to participate in the implementation of national health programmes.

STRUCTURE:

1 INFRASTRUCTURE:

The Infrastructure like staff, equipment, Instruments, Material, Books and Journals, space and clinical material shall be as per the stipulations of Dental Council of India from time to time.

2. AGE:

He/She shall complete the age of 17 years on or before 31st December, of the year of admission to the BDS course.

ACADEMIC QUALIFICATION FOR ADMISSION:

He/ She shall have passed qualifying examination as under:-

The higher secondary examination or the Indian School Certificate Examination which is equivalent to 10 + 2 Higher Secondary Examination after a period of 12 years study, the last, two years of study comprising of Physics, Chemistry, Biology and Mathematics or any other elective subjects with English at a level not less than the core course for English as prescribed by the National Council of Educational Research and Training after the

introduction of the 10+2+3 years educational structure as recommended by the National Committee on education;

Note: Where the course content is not as prescribed or 10+2 education structure of the National Committee, the candidates will have to undergo a "period of one year pre-professional training before admission to the dental colleges;

Or

The intermediate examination in science of an Indian University/ Board or other recognized examining body with Physics, Chemistry and Biology which shall include a practical test in these subjects and also English as a compulsory subjects.

Or

The pre-professional/ Pre-medical examination with Physics, Chemistry and Biology, after passing either the higher secondary school examination, or the pre- university or an equivalent examination. The pre- professional/ Pre-medical examination shall include a practical test in physics, Chemistry and Biology and also English as compulsory subjects;

Or

The first year of three year degree course of a recognized university, with physics, Chemistry and Biology including a practical test in three subjects provided the examination is a "University Examination" and candidate has passed 10+2 with English at a level not less than a core courses. B.Sc examination of an Indian University, provided that he/she has passed the B.Sc examination with not less than two of the following subjects Physics, Chemistry, Biology (Botany, Zoology) and further that he/she has passed the earlier qualifying examination with the following subjects- Physics, Chemistry, Biology and English.

Or

ELIGIBILITY:

Any other examination which, in scope and standard is found to be equivalent to the intermediate sciences examination of an Indian University/ Board, taking Physics, Chemistry and Biology including practical test in each of these subjects and English.

The candidate must have passed in the subject of Physics, Chemistry, Biology and English individually and must have obtained a minimum of 50% marks taken together in Physics, Chemistry & Biology at the qualifying examination and in addition must have come in the merit list prepared as a result of such competitive

entrance examination, by securing not less than 50% marks in Physics, Chemistry & Biology taken together in the competitive examination, In respect of candidates belonging to scheduled castes, scheduled tribes of any other categories notified by the Government the marks obtained in Physics, Chemistry & Biology taken together in qualifying examination and competitive entrance examination be 40% instead of 50% as stated above.

Provided that a candidate who has appeared in the qualifying examination the result of which has not been declared, he may be provisionally permitted to take up the competitive entrance examination and in case of selection for admission to the BDS course, he shall not be admitted to that course until he fulfills the ability criteria as per above regulations.

Marks obtained in Mathematics are not to be considered of admission to BDS course.

CRITERIA FOR SELECTION;

No. of Seats in BDS Course shall be such as approved by Govt. of India

The admission procedure as prescribed by Medical Education department, Government of M.P. and other Regulatory State & Central bodies for professional Course will be followed. Students for Bachelor of Dental Surgery (BDS) course shall be selected strictly on the basis of their academic MERIT as decided by Govt. of M.P. and related Regulatory body.

In case the merit list of competitive entrance examination is exhausted and seats are still available, the remaining vacant seats are shall be filled up on the basis of National/ State level/College level test as decided by the Regulatory.

CANCELLATION OF ADMISSION & DISCHARGE FROM THE COURSE:

Admission shall be cancelled and discharged from the course on the written orders of the Vice Chancellor if:

- i) Any student who does not clear the first BDS University Examination in all subjects within 3 years from the date of admission.
- ii) Any students who was found to have obtained admission in fraudulent manner, if the documents furnished for gaining admission by any student are found to be forged/false/doctored at any stage of study.
- iii) If any student is found to be involved in serious breach of discipline.

iv) Nine years from the year of admission as DCI

MIGRATION:

Migration of the candidate from one Institute to other is not a RIGHT. However Migration of student of BDS course under MGU to any other Recognised Institute in India or Students from any other

Recognised Institution India to Mansarovar Global University shall be governed by the Migration rules as laid down by Dental Council of India.

DURATION OF THE COURSE:

The undergraduate dental training programme leading to BDS degree shall be of 4 academic years with 240 teaching days in each academic year and 12 months of compulsory paid rotatory Internship training.

Candidate shall be permitted to undergo Twelve months of compulsory paid rotatory Internship training only after passing of all the subjects in final BDS course and it shall be done in a recognized Dental College/Institution as per the prescribed rules and regulations as laid down by the University from time to time.

During this period, the student shall be required to have engaged in full time study.

Subjects of Study:

First Year

- General Human Anatomy including Embryology and Histology.
- General Human Physiology and Biochemistry, Nutrition and Dietics.
- Dental Anatomy, Embryology and Oral Histology.

Second Year

- General Pathology and Microbiology.
- General and Dental Pharmacology and Therapeutics.
- Dental Materials.
- Pre clinical Conservative Dentistry.
- Pre clinical Prosthodontics and Crown & Bridge.

Third Year

- General Medicine.
- General Surgery.
- Oral Pathology and Oral Microbiology.

Clinical

- Conservative Dentistry and Endodontics.
- Oral & Maxillofacial Surgery.
- Oral Medicine and Radiology.
- Orthodontics & Dentofacial Orthopedics.
- Pediatric & Preventive Dentistry.
- Periodontology.
- Prosthodontics and Crown & Bridge.
- Public Health Dentistry.

Fourth Year

- Orthodontics & Dentofacial orthopedics.
- Oral Medicine & Radiology.
- Paediatric & Preventive Dentistry.
- Periodontology.
- Oral & Maxillofacial Surgery.
- Prosthodontics and Crown & Bridge.
- Conservative Dentistry and Endodontics.
- Public Health Dentistry.

COURSE COMMENCEMENT:

The B.D.S. course shall commence with effect from 1st August of respective year or as per prevailing rules.

The last date up to which students can be admitted against vacancies arising due to any reason shall be 30th September of respective year or as per prevailing rules.

EXAMINATIONS:

Evaluation is a continuous process, which is based upon criteria developed by the concerned authorities with certain objectives to assess the performance of the learner. This also indirectly helps in the measurement of effectiveness and quality of the concerned B.D.S. programme.

Evaluation is achieved by two processes. Formative or internal assessment: Formative evaluation is done through a series of tests and examinations conducted periodically by the institution.

Summative or university examinations: Summative evaluation is done by the university through examination conducted at the end of the specified course.

METHODS OF EVALUATION:

Evaluation may be achieved by the following tested methods:

- Written test
- Practicals / Clinical examination
- Viva voce

INTERNAL ASSESSMENT EXAMINATION:

Minimum of 3 periodical internal assessment examination shall be conducted in each subject. If the teaching of subject is spread over in two years, atleast one examination shall be conducted in first year of teaching.

Average marks of three examinations shall be computed for the University examinations. The internal assessment examinations shall be conducted in proper manner on the dates announced in the examination schedule prepared at Institution level. Repeater students shall appear again in at least one internal examination held during six months. Higher of either new marks or old marks may be considered for University examinations.

CRITERIA FOR APASS:

To pass the examination in a subject a candidates shall secure a minimum of 50 % of the total marks in any subject computed as aggregate for

(A) Theory ,i.e., written, viva voce and internal assessment and

(B)Practicals/ Clinical including internal assessment, separately and 50%inaggregate marks of A & B combined mentioned above.

In case of pre clinical Prosthetic Dentistry and Pre clinical conservative dentistry in II year BDS , where there is no written examination, minimum for pass is 50% of marks in Aggregate of Practical and Viva voce in UniversityexaminationandInternalAssessmentexaminationi.e.50/100 marks.

CLASS DECLARATION IN THE RESULTS.

Class declaration is applicable to the candidates who are appearing for a whole (all the subjects) examination together in one and first attempt only.

Second Class: Total Aggregate marks above 50% and below 65%.

First class: Total Aggregate marks 65% and above and below 75%.

Distinction class: Total Aggregate marks 75 % and above.

Candidates as who have passed theexaminationinanyclassandhavesecuredmarksof75% & above in aggregate of individual subject subjects shall also be declared to have passed individual subject /subjects in DISTINCTIONCLASS in the respective subject/subjects.

Candidates, appearing all the papers together or individual subjects in second and subsequent attempts shall be declared to have passed the examination in Pass class. There shall be no provision for declaration of Second, First and Distinction class if even they secure requisite marks.

GraceMarks: Grace Marks up to a maximum of 5 marks may be awarded to students who have failed only in one subject but passed in all other subjects. However the total marks obtained without grace marks shall not bealtered.

MERIT LIST IN THE UNIVERSITY:

University shall declare the list of students in Merit of maximum of 5% of regular candidates appearing in the examinations, among Constituent Institution/Institutions

In each professional examination of regular batch. Overall Merit in the University based on aggregate of marks of all the professional examinations together.

Student passing the examination with grace marks shall not be considered for award of merit.

RE-TOTALING & RE-VALUATION:

Re-evaluation: The objective of re-evaluation is to ensure that the student receives a fair evaluation in the university examination and to minimize human error and extenuating circumstances. There shall be two mechanisms as prescribed by the MGU from time to time.

The facility of re-totaling and re-valuation shall be permissible only for written theory papers and not for Practical/ Clinical examinations.

The University on application and remittance of a stipulated fee as prescribed by the university, shall accord opportunity to recount the marks received for various questions in an answer paper/ papers for theory of all subjects for which the candidate has applied for recounting. Error, if any in totaling of the marks shall be suitably rectified and results modified if necessary.

Re-valuation of theory papers in all years of study of the BDS course shall be permissible by the university on application and remittance of a prescribed fee. Such answer script shall be re-valuation by not less than two duly qualified examiners and the average of marks obtained in revaluation shall be awarded to the candidate and the result accordingly reconsidered.

ATTENDANCE REQUIREMENT, PROGRESS AND CONDUCT:

Minimum of 75% in theory and 75% attendance in practical /Clinical separately in each subject.

In case of a subject in which there is no examination at the end of the academic year/semester, the percentage of attendance shall not be less than 70%. However, at the time of appearing for the professional examination in the subject, the aggregate percentage of attendance in the subject

should satisfy condition.

Failed/Detained students who are repeating the study shall in the same class, a minimum of 6% attendance in Theory and Practical /Clinics separately.

The HOD shall certify the progress and conduct of the candidates based on the periodical assessment and monitoring.

APPOINTMENT OF EXAMINERS:

EXAMINERS FOR THE UNIVERSITY EXAMINATIONS:

- Qualification and experience to be eligible for examiner ship for BDS examination.
- There shall be two examiners. One internal from within the University and one external from outside the university.
- Both the examiners shall be appointed by the University.
- Shall possess M.D.S/MD/MS/Ph.D., Degree in the concerned specialty from a recognized Institution.
- Shall possess a minimum of 4 years teaching experience in the specialty after PG qualification in the specialty in a Dental College / Medical College approved / recognized by the DCI /MCI.
- In the Medical subjects, examiners shall be preferably from among the teachers teaching respective Medical subject/ subjects in any Dental College approved / recognized by the DCI.
- Should be holding the post of a Reader or above in a Dental / Medical Institution approved / recognized by the DCI / MCI.
- In case of Physiology and Biochemistry if Internal examiner is from Physiology, External examiner should be from Biochemistry or vice versa.
- In case of Pathology and Microbiology if Internal examiner is from Pathology, External examiner should be from Microbiology or vice versa.
- In case of Dental Materials, if internal is from Prosthodontics, external should be from Conservative Dentistry and vice versa.

- Reciprocal arrangement of Examiners should be discouraged, in that, the Internal Examiner in a subject should not accept external examinership for a College from which External Examiner is appointed in his subject for the corresponding period.
- No person shall be an Examiner to the same subject / Institution for more than 3 consecutive years. However, if there is a break of one year the person can be re-appointed. This provision may be relaxed with prior approval of Vice Chancellor.

SCHEME OF EXAMINATIONS:

SCHEME OF UNIVERSITY EXAMINATIONS:

The scheme of examination for B.D.S. Course shall be divided into 1stB.D.S. professional examination at the end of the first academic year, 2ndB.D.S. professional examination at the end of second year, 3rdB.D.S. professional examination at the end of third, 4thB.D.S professional examination at the end of final year.

There shall be two examinations in each academic year (Regular & Supplementary). The examination shall be open to a candidate who satisfies the requirements of attendance, progress and other rules as laid down by the University.

Any candidate who fails in one subject in an examination from 1st to 3rdB.D.S is permitted to go to the next higher class and appear for the subject in supplementary or subsequent examinations and complete it successfully before he is permitted to appear for the next higher examination.

The candidates failing in 2 or more subjects or not permitted to appear for any reason, shall repeat the study in the failed subjects.

SUBJECTS IN EACH PROFESSIONAL EXAMINATION:

I Year B.D.S.

- General Anatomy including embryology and histology
- General human physiology and biochemistry
- Dental Anatomy, Embryology and Oral Histology

II Year B.D.S. Examination:

A candidate who has not successfully completed the 1^o B.D.S. examination cannot appear in the 2nd year B.D.S Examination.

- General pathology and Microbiology
- General and Dental pharmacology and therapeutics
- Dental Materials
- Pre-Clinical Conservative – Only Practical and Viva Voce
- Pre-Clinical Prosthodontics - Only Practical and Viva Voce

III Year B.D.S. Examination:

A candidate who has not successfully completed the 2nd B.D.S. examination cannot appear the 3rd year B.D.S. Examination.

- General Medicine
- General Surgery
- Oral Pathology-and Oral Microbiology

IV Year B.D.S. (Part-I)Examination at the end first term of final year:

A candidate who has not successfully completed the 3rdB.D.S. examination cannot appearing the 4th year examination.

- Oral Medicine and radiology
- Public Health Dentistry
- Orthodontics & Dentofacial Orthopaedics
- Periodontology

- Prosthodontics and Crown & Bridge
- Conservative Dentistry and Endodontics
- Oral and Maxillofacial Surgery
- Paediatric & Preventive Dentistry

SCHEME OF WRITTEN EXAMINATION:

The written examination in each subject shall consist of one paper of three hours duration and shall have maximum marks of 70. The paper shall contain Section A & B with 30 marks each and Section C with 10 marks.

In all the subjects Section C shall contain 20 Objective type questions carrying 1% mark each. Section C shall be printed as a separate paper and shall be supplied to students after 30 minutes of commencement time of theory examination. The students shall answer Section C immediately and the papers shall be collected back after 20 minutes.

In the subjects of Physiology & Biochemistry and Pathology & Microbiology each paper will be divided into two parts with Physiology in part A and Biochemistry in part B, similarly Pathology in part A and Microbiology in part B with 30 mark each. Section C1 and C2 shall contain 10 Objective type questions from respective subjects.

The nature of questions set, will be aimed to evaluate students of different standards ranging from average to excellent,

The questions should cover as broad an area of the content of the course. The essay questions should be properly structured and the marks specifically allotted.

SCHEME OF PRACTICAL / CLINICAL EXAMINATION: Objective Structured Clinical Evaluation:

The clinical and practical examinations should provide a number of chances for the candidate to express one's skills. A number of examination stations with specific instructions to be provided. This can include clinical procedures, laboratory experiments, spotters etc. Evaluation must be made objective and structured. The method of objective structured clinical examinations should be followed. This will avoid examiner bias because both the examiner and the examinee are given specific instructions on what is to be observed at each station.

Record & Log Books:

The candidate should be given credit for his/her records based on the scores obtained in the record. The marks shall form part of practical/clinical examination.

VIVA VOCE:

Viva voce is an excellent mode of assessment because it permits a fairly broad coverage and it can assess the problem solving capacity of the student. An assessment related to the affective domain is also possible through viva voce. It is desirable to conduct the viva voce independently by each examiner. In order to avoid vagueness and to maintain uniformity of standard and coverage, questions can be pre-formulated before administering them to each student. Twenty marks are exclusively allotted for viva voce and that can be divided equally among the examiners, i.e., 10 marks per examiner.

QUALIFICATION AND EXPERIENCE OF TEACHING FACULTY

Qualification and experience of various cadres of teaching faculty as prescribed by Dental Council of India from time to time shall be applicable to the Faculty in Dental Institutions of Mansarovar Global University.

TEACHING SCHEDULE

The following are the minimum prescribed teaching hours in various subjects of BDS course as per DCI regulations:-

Sl. No.	Subject	Lecture Hours	Practical Hours	Clinical Hours	Total Hours
1.	General Human Anatomy including Embryology, Osteology and Histology	120(100)	160(175)		280 (275)
2.	General Human Physiology, Biochemistry, Nutrition and	120(120) 80 (70)	160(60) 160(60)	—	280(180) 240(130)

	Dietics				
3.	Dental Materials	120(80)	160(240)	---	280 (320)
4.	Dental Anatomy, Embryology, and Oral Histology	120(105)	240 (250)		360(355)
5.	Dental Pharmacology and Therapeutics	80 (70)	80 (20)	---	160(90)
6.	General Pathology & Microbiology	80(55) 80(65)	80(55) 80(50)	---	160(110) 160(115)
7.	General Medicine	80(60)	---	160(00)	240(150)
8.	General Surgery	80 (60)	---	160(90)	240(150)
9.	Oral Pathology and Microbiology	120(145)	160(130)	---	280 (275)
10.	Oral Medicine and Radiology	120(65)	--	200	320 (265)
11.	Pediatric & Preventive Dentistry	80(65)	--	200	280 (265)
12.	Orthodontics & Dental Orthopedics	80 (50)	---	200	280 (250)
13.	Periodontology	80	---	200	280
14.	Oral & Maxillofacial Surgery	120(70)	---	360	480 (430)
15.	Conservative Dentistry and Endodontic	120(135)	200	480 (460)	801(795)
16.	Prosthodontics & Crown & Bridge	160(135)	360(300)	460	980 (895)
17.	Public Health Dentistry	80 (60)		320 (290)	400(350)
		1590	1540	2550	8880

ORDINANCE NO. 78**MASTER OF DENTAL SURGERY (MDS) COURSE****AIMS**

The Aim of postgraduate training in various specialties is to train M.D.S. student who will-

- Practice respective specialty efficiently and effectively, backed by scientific knowledge and skill.
- Exercise empathy and caring attitude and maintain high ethical standards.
- Continue to evince keen interest in continuing professional education in the specialty and allied specialties irrespective of whether in teaching or practice.
- Willing to share the knowledge and skills with any learner, junior or a colleague.
- To develop the faculty for critical analysis and evaluation of various concepts and views, to adopt the most rational approach.

OBJECTIVES:

The objective is to train a candidate so as to ensure higher competence in both general and special area of interest and prepare him for a career in teaching, research and specialty practice. A candidate must achieve a high degree of clinical proficiency in the subject matter and develop competence in research and its methodology as related to the concerned Field. The above objectives are to be achieved by the time the candidate completes the course.

The objectives may be considered as

Knowledge (Cognitive domain)

Skills (Psycho motor domain)

Human values, ethical practice and communication abilities

KNOWLEDGE:

- Demonstrate understanding of basic sciences relevant to specialty.
- Describe etiology, patho-physiology, principles of diagnosis and management of common problems within the specialty in adults and children.
- Identify social, economic, environmental and emotional determinants in a given case and take them into account for planning treatment.
- Recognize conditions that may be outside the area of specialty/ competence and to refer them to an appropriate specialist.
- Update knowledge by self study and by attending courses, conferences and seminars relevant

to specialty.

- Undertake audit, use information technology and carryout research both basic and clinical with the aim of publishing or presenting the work at a ious scientific gatherings.

SKILLS:

- Take a proper clinical history, examine the patient, perform essential diagnostic procedures and order relevant-tests and interpret them to come to a reasonable diagnosis about the condition.
- Acquire adequate skills and competence in performing various procedures as required in the specialty.

HUMAN VALUES, ETHICAL PRACTICE AND COMMUNICATION ABILITIES:

- Adopt ethical principles in all aspects of practice.
 - Professional honesty and integrity are to be fostered,
 - Patient care is to be delivered irrespective of social status, caste, creed or religion of the patient.
 - Develop communication skills, in particular and skill to explain various options available in management and to obtain a true informed consent from the patient. Provide leadership and get the best out of his team in a congenial working atmosphere.
 - Apply high moral and ethical standards while carrying out human or animal research.
 - Be humble and accept the limitations in his knowledge and skill and to ask for help from colleagues when needed.
- Respect patient's rights and privileges including patient's right to information and right to seek a second opinion.

INFRASTRUCTURE

The Infrastructure like staff, equipment, Instruments, Material, Books and Journals, space, clinical material and number of students in each specialty shall be as per the stipulations of Dental Council of India from time to time.

M.D.S COURSE- BRANCHES

SPECIALITIES FOR THE MDS DEGREE

1. Prosthodontics and Crown & Bridge.
2. Periodontology.
3. Oral & Maxillofacial Surgery.
4. Conservative Dentistry and Endodontics.
5. Orthodontics & Dentofacial Orthopedics.
6. Oral Pathology & Microbiology.
7. Public Health Dentistry.
8. Paedodontics & Preventive Dentistry.
9. Oral Medicine & Radiology.

ELIGIBILITY FOR ADMISSION

- i. A candidate for admission to the MDS course (Master of Dental Surgery) must have a recognized degree of BDS (Bachelor of Dental Surgery) awarded by an Indian University in respect of recognized Dental College under Section 10(2) of the Dentists Act, 1948 or an equivalent qualification recognized by the Dental Council of India (DCI) and should have obtained permanent registration with any State Dental Council on or before 31st March of the calendar year of admission.
- ii. Candidates not possessing a recognized Dental qualification for the above purpose shall secure the prior approval of his qualifications by the DCI before he can be admitted to the MDS Course under Mansarovar Global University.
- iii. Candidates who possess PG-Diploma recognized by the DCI with the duration of 2 years (proposed) in particular specialty is eligible for admission in MDS in the same specialty and the duration of the MDS course will be 2 years of full time study. Such Candidates shall undergo other procedures like Dissertation submission and other training, examination as prescribed for MDS course.
- iv. Provided that in the case of a foreign national, the Dental Council of India may, on payment of the prescribed fee for registration, grant temporary registration for the duration of the postgraduate training under Mansarovar Global University. He is admitted for the time being exclusively for postgraduate studies.
- v. Provided that further temporary registration to such foreign national shall be subject to the condition that such person is duly registered as dental practitioner in his own country from which he/she has obtained his/her basic dental qualification and that his/her degree is recognized by DCI.

SELECTION OF STUDENTS FOR MDS COURSES:

- i. Students for MDS course shall be selected strictly on the basis of their academic merit based on The merit as determined by the Common Entrance examination conducted by the Mansarovar global university / any designated agency approved by the Mansarovar global university or as decided by Statutory Body.
- ii. The minimum percentage of marks for eligibility for admission to postgraduate Dental Courses shall be 50% for general category candidates and 40% for the candidates belonging to Scheduled Castes and Scheduled Tribes, obtained in Common Entrance examination or as prescribed by Statutory Body/Competent Authority.

DURATION OF THE MDS COURSE:

- i. The MDS Course shall be of three academic years duration as full time study. All the candidates for the degree of MDS are required to pursue the prescribed course for three academic years as full time candidates. No candidate is permitted to run a clinic or work in clinic / laboratory / nursing home/ College while studying postgraduate course.
- ii. The candidates shall undertake the study, under the direction of the Head of the Department, who has to be a recognized postgraduate teacher in that specialty.
- iii. The students undergoing postgraduate courses shall be exposed to the following.
 - a. Regular study of all the aspects as given in syllabus of the specialty.
 - b. Basics of statistics ,to understand and critically evaluate published research papers.
 - c. Few lectures on other type of exposure to human behavior studies.

Basic understanding of pharmacodynamics.

A candidate who is already possessing MDS degree from any Institute and who wishes to study MDS again in another specialty shall be subjected to admission process as stipulated above and shall study the course again for three years as a full time student.

COMMENCEMENT OF COURSE

MDS course shall commence from 2nd of MAY each year/ or as prescribed by Statutory Body/Competent Authority.

TEACHING AND LEARNING ACTIVITIES

All the candidates registered for MDS course in various specialties shall pursue the

course for a period of three years as fulltime students. During this period each students shall take part actively in learning and teaching activities designed by Mansarovar Global University.

Lecture: There shall be some didactic lecturers in the specialty and in the allied fields. The postgraduate departments should encourage the guest lectures in the required areas to strengthen the training programmes. It is also desirable to have certain integrated lectures by multidisciplinary teams on selected topics:

Journal club: The journal review meetings shall be held at least once a week. All trainees are expected to participate actively and enter relevant details in logbook. The trainee should make presentations from the allotted journals of selected articles at least 5 times in a year.

Seminars: The seminars shall be held at least twice a week in each postgraduate department. All trainees are expected to participate actively and enter relevant details in logbook. Each trainee shall make at least 5-seminar presentation in each year.

Symposium: It is recommended to hold symposium on topics covering multiple disciplines.

Clinical postings: Each trainee shall work in the clinics on regular basis to acquire adequate professional skills and competency in managing various cases to be treated by a specialist.

Clinico pathological conference: The clinico-pathological conferences should be held once in a month involving the faculties of oral medicine and radiology, oral pathology and concerned clinical department. The trainees should be encouraged to present the clinical details, radiological and histo-pathological interpretations and participation in the discussions.

Interdepartmental meetings: To bring in more integration among various specialties there shall be interdepartmental meeting chaired by the dean with all heads of postgraduate departments at least once a month.

Teaching skills: All the trainees shall be encouraged to take part in undergraduate teaching programmes either in the form of lectures or group discussions.

Continuing dental education programmes: Each postgraduate department shall organize these programme on regular basis involving the other institutions. The trainees

shall also be encouraged to attend such programmes conducted elsewhere.

Conferences/ Workshops/ Advanced courses: The trainees shall be encouraged not only to attend conference/ workshops/ advance course but also to present at least two papers at state/ national specialty meetings during their training period.

Rotation & posting in other departments: To bring in more integration between the specialty and allied fields each postgraduate department shall workout a programme to rotate the trainees in related disciplines.

Dissertation: The Mansarovar Global University appreciates the importance of Research activities- for the growth of the profession, Institution and trainee students. Therefore preparation of Dissertation based on clinical or research or experimental or any other method of study is *one* of the criteria for the award of MDS degree.

METHOD OF TRAINING

The training of a postgraduate student shall be full time with graded responsibilities in the management and treatment of patients entrusted to his/ her care. The participation of the students in all

facets of educational process is essential. Every candidate should take part in Lectures, seminars, group discussions, case demonstration, clinics, journal review meetings, and clinical meetings. Every candidate shall be required to participate in the teaching and training programme of undergraduate students. Training should include involvement in laboratory and experimental work, and research studies.

ATTENDANCE, PROGRESS AND CONDUCT

A candidate pursuing MDS degree course should work in the concerned department of the institution for the full period as a full time student.

Each Academic year shall be taken as a unit for the purpose of calculating the attendance.

Every student shall attend symposia, seminars, conferences, journal review meetings, OT, ward rounds, case presentation, clinics; and lectures during each year as prescribed by the department and not absent himself / herself from work without valid reasons

Every candidate shall have not less than 80 percent of attendance in each year of the course. However, candidates should not be absent continuously as the course is a full time

one. Every candidate shall complete from time to time the assignments as prescribed in the curriculum and assigned by HOD.

MONITORING PROGRESS OF STUDIES

Work diary / Log Book: Every candidate shall maintain a work diary and record of his /her participation in the training programme conducted by the department such as journal reviews, seminars, etc, Please see Chapter 24 & 25 for model checklists and logbook. Special mention may be made of the presentations by the candidate as well as details of clinical or laboratory procedures, if any conducted by the candidate. The work diary shall be

scrutinized and certified by the Head of the Department and Head of the Institution, and presented in the University practical / clinical examination.

Periodic tests:

In case of MDS degree courses of three years duration, the concerned departments shall conduct three tests, first at the end of first year and second at the end of second year and the Third, two months before the University examination. The tests shall include written papers, practical / clinical and viva voce. Records and marks obtained in such tests will be maintained by the Head of the Department

In addition to these annual tests the departments may conduct assessment tests periodically to monitor the progress.

DISSERTATION:

Every candidate shall prepare two Dissertations, one based on Review of Literature (LIBRARY DISSERTATION) and second one based on clinical or research or experimental or any other method of study (MAIN/ RESEARCH) Library Dissertation:

It is a process of collection and compiling of data available in already published literature on a given topic. The dissertation work shall be completed before the end of first year. / Main / Research Dissertation Main / Research dissertation shall be based on work / Research done by the candidate under the approved Guide, during the course of study Every candidate pursuing MDS degree course is required to carry out work on a selected research project under the guidance of a recognized post graduate teacher.

The results of such a work shall be submitted in the form of a dissertation.

The dissertation is aimed to train a postgraduate student in research methods and techniques. It includes identification of a problem, formulation of a hypothesis, search

and review of literature, getting acquainted with recent advances, designing of a research study, collection of data, critical analysis, comparison of results and drawing conclusions.

Every candidate shall submit to the Registrar of the University in the prescribed proforma, a synopsis containing particulars of proposed dissertation work within six months from the date of commencement of the course on or before the dates notified by the University. The synopsis shall be sent through the proper channel.

Such synopsis will be reviewed and the dissertation topic will be registered by the University. No change in the dissertation topic or guide shall be made without prior approval of head of the Institution or the University.

GUIDE.

The academic qualification and teaching experience required for recognition by the University as a guide for dissertation work shall be as laid down by Dental Council of India and Mansarovar Global University, Bhopal.

The Guide for each student in the specialty shall be nominated by the HOI, in consultation with the HOD.

Two students for each Professor and one student for each Reader can be allotted in each academic year. However a guide shall not have under him/her more than six students at a given time,

HOD may nominate if required, a co-guide who shall be a postgraduate teacher in the same specialty in the Institution.

Guides and co-guides shall be approved by the Mansarovar Global University, Bhopal.

CHANGE OF GUIDE : In the event of a registered guide leaving the institution for any reason or retiring from service, or arising of any unforeseen circumstances, guide may be changed with prior permission from head of the Institution and the University.

UNIVERSITY EXAMINATION

Eligibility: The following requirement shall be fulfilled by every candidate to become eligible to appear for the MDS University examination.

Attendance & Progress: Every candidate shall have attendance and progress in each academic year of the postgraduate course as given in Para 9.

Progress and conduct: Every candidate shall have participated in seminars, journal review meetings, symposia, conferences, case presentation, clinics and didactic lectures during each year as designed by the concerned department.

Work diary and Logbook: Every candidate shall maintain a work diary and logbook for recording his / her participation in the training programme conducted by the department. The work diary and logbook shall be verified and certified by the Head of the Department and Head of the institution. (Please see SECTION III for Model Checklist and Log book)

Dissertation: The approval of Main dissertation by all the four examiners.

The certification of satisfactory progress by the head of the department and head of the institution shall be based on DCI norms.

SCHEME OF UNIVERSITY EXAMINATION:

GENERAL

There shall be one examination at the end of 3 years for the students appearing for the first time.

The examination consists of Theory (Written), Pfactical / Clinical and VIVA VOCE

The failed candidates shall appear again in supplementary examination, after six months.

The main examination shall be held in the month of April each year and supplementary examination shall be held in the month of October each year.

There shall be a gap of at least six months between the two examinations (Main, supplementary and subsequent examinations)

The failed student shall appear once again in all the parts of University examination (Written, Clinical/Practical and Viva voce).

The failed candidate need not prepare new dissertation, if it is approved by the University. However this is applicable to SIX attempts or a maximum of 5 years from the date of first appearance in the examination only.

Such students shall apply to the University for permission to carry out the dissertation work again in the Institution. If permitted a fresh dissertation need to be prepared under the Guide approved by the University.

WRITTEN EXAMINATION:

The written examination shall consist of four papers, out of which two shall be pertaining to the speciality; one in Applied Basic Sciences and one shall be an Essay in the speciality. Each paper shall be of three hours duration.

CLINICAL / PRACTICAL EXAMINATION

It should aim at examining the clinical skills and competence of candidate for undertaking independent work as a specialist. The actual format of clinical work and minimum number of clinical exercised shall be prescribed by the University to enable the candidate to develop confidence and clinical skill.

VIVA VOCE EXAMINATION

Viva voce examination shall aim at assessing depth of knowledge, logical reasoning, confidence and verbal communication skills.

Note all Examination should be the under guidance of DCI Regulation 2017. It may be change time to time as per DCI / competent authority

Ordinance 79**BBA(HHA) Bachelor of Business Administration (Hotel & Hospitality Administration)****1.0 Aims and Objectives and Framework of the curriculum of BBA (HHA) programs are as follows:-**

1. The basic objective of the BBA(HHA) programme is to provide to the hospitality industry a steady stream of competent young men and women with the necessary knowledge, skills, values and attitudes to occupy key operational positions.
2. The course structure of the given BBA(HHA) programme is designed keeping in view the basic objective stated above. Consequently certain essential features of such model programme structures would be
 - a. To impart to the students latest and relevant knowledge from the field of Hotel management theory and practice.
 - b. To provide opportunities to the students. Within and outside the institutions, for developing necessary operating skills relating to the Hotel Industry.
 - c. To develop the right kind of values and attitudes to function effectively in the hospitality trade.
3. The following considerations have been taken into account:
 - a. The knowledge inputs and opportunities for skill development have been offered in an evenly distributed and logically sequenced manner.
 - b. The design is simple and logical.
 - c. There is a major focus of attention on specialization in the final year.
4. The relative importance of skills development and attitudinal orientation in management education suggests that an Institution offering BBA(HHA) Programme should have some freedom on course development in choosing methods of instruction, and internal assessment within a broad framework of objectives and curriculum structure.
5. It is suggested that a full time four-year programme in Hotel management may have 8 semesters.

2.0-Name of statutory/Regulatory body:- UGC/Directorate of technical education MP/MP University regulatory Commission.

3.0 Duration of the courses: - Three years (3)

3.1-Duration of the courses leading to the Degree of BBA(HHA) shall be 3 academic years, spread over 6 semesters i.e. two semesters in each academic year: July to December & January to June, respectively.

3.2 Maximum duration to complete the course shall be 6 Years.

4.0-Eligibility for admission:- 10+2 or equivalent qualification, pass with at least 45% of marks; relaxation for SC/ ST/ OBC candidate as per policy of GOVT. of M.P.

5.0 Intake: - the intake for BBA(HHA) programme shall be decided by the Board of Management of the University from time to time subject to approval of the MP regulatory commission

6.0- Admission processes:-

6.1 Admission to BBA(HHA) course shall be based on merit of the qualifying examination or a common entrance test conducted by the university.

6.2 Counseling: list of candidates shall be displayed on the Notice board of the university/College, along with time, date and place of counseling.

6.3 If any eventually, if entrance test is not conducted for some reasons, the admissions shall be on the basis of the performance of the candidates in their qualifying examination (i.e. marks obtained in 10+2 or equivalent) examination.

The reservation rules are followed as per norms of the Government

7.0 Cancellation of Admission:

In case of producing false documents and nonpayment of the fees, misbehavior the admission will be cancelled.

8.0 Fees: the fees of the course shall be decided shall be decided by Board of management of University. The University time to time subject to the approval of the regulatory authority/regulatory commission.

9.0 Regulations relating to assessment of Academic growth of student:

The assessment academic growth of student shall be done on the basis of two sessionals (conducted during the semester) and one semester/ University examination (conducted at the end of Semester).The medium of instructions and examinations shall be English throughout the course of study

9.1 Sessionals/Internal Assessment:-

9.1.1 Two sessionals shall be conducted for each theory subject, In every semester 30 marks shall be assigned for internal assessment/ sessional examination, in each theory subject/ paper. The subject teacher shall conduct two sessional examinations of 15 marks each, on a date noticed at least one week in advance. The Institute shall have to preserve the records of internal assessment at Least six months from date of the commencement of the concerned semester examination

9.1.2 Practical: - Marks shall be awarded on the basis of the assigned practical performed by the students for the respective subjects conducted in the laboratory, result of the practical assignment, day to day completion of the records, Presentation, Case study, attendance and viva voce.

9.2 Semester Examination/ University Examination

9.2.1 There shall be one semester examination (theory and practical) at the end of each semester.

9.2.2 The semester theory examinations in each subject shall consists of one paper of three hours duration.

9.2.3 The question paper shall cover as broad area/ units of the content of the course. The pattern of the question paper shall be decided by the academic head of the Institute.

9.2.4 The semester practical examination in each subject shall consist of One paper and shall contain 3 exercises as below-

- i) Practical Assignment and Demonstration
- ii) Journal
- iii) Viva Voce

9.2.5 All ATKT examinations will be held for reappear/ failed candidates along with regular semester examinations

9.3 Appointment of Examiners/ Question paper setters

The appointment of examiner for semester practical examination shall be based on following rules:

9.3.1 Practical Examiner: Professor, Associate professor and Assistant Professor(with teaching experience of not less than 3 years) working in Hotel Management Institute, Not affiliated with Mansarovar Global University or Working in a Managerial position of reputed Hotel can be appointed as Practical examiner.

9.3.2 Question paper Setter/ Moderator/ Head evaluator: Professor, Associate professor and Assistant Professor(with teaching experience of not less than 3 years) working in any Hotel management institute can be appointed as question paper setter/ Moderator/ Head Evaluator for semester theory examinations

9.4 Criteria for passing:-

In each subject/ head (theory and Practical)

9.4.1 Minimum 40% marks in sessional & semester examinations taken together.

9.4.2 Each theory paper and Practical will be treated as separate subject/ head for passing

9.4.3 No candidate will be awarded BBA(HHA) unless he/ she have passed all the 6th semester examinations.

9.4.4 The candidate will be allowed to carry maximum backlog of six (6) subjects from any one or more semesters, However admission to fifth (5th) semester would be based on the student passing all the subjects in the First (1st) and second (2nd) semester.

9.5 Professional Training:

9.5.1 A candidate shall have to undergo Industrial training in a Hotel/hospitality organization after the examination of the 5th semester for a period of at least sixteen (16) weeks. The report of the Industrial Training shall be submitted by the candidate in triplicate, duly certified by the host organization.

9.5.2 The viva voce examination based on the professional/ industrial training shall be carried out by Board of Examiners consisting of:

- a) The head/ principal of the institute
- b) The External examiner
- c) The Internal Examiner

The marks shall be awarded by the Board of Members.

9.6 Condonation of Deficiency in Marks

With a view to moderate hard line cases in the examination the following rules shall be observed:

9.6.1 Deficiency up to 5 marks is condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two theories, or one theory and one practical or two practical's.

9.6.2 One grace mark will be given to the candidate who is failing/ missing distinction/ missing first division by one mark, by the Vice Chancellor in the BBA(HHA) examination.

9.6.3 After condonation of marks, the result of concerned subject/semester shall declare as "pass by condonation" or "pass by Grace"

9.7 Revaluation and Re-totaling

Revaluation and re-totaling of marks is permitted for theory papers only. The University, on application within the stipulated time and remittance of a prescribed fee shall permit a recounting of marks, for the subject(s) applied. The marks obtained after revaluation or re-totaling will be the final marks awarded.

9.8 Standard of passing/ Division

9.8.1 The course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction: 70% and above

First Division : 60% and above but less than 70%

Second Division : 50% and above but less than 60%

Pass Division : 40% and above but less 50%

Candidates who have not passed the examination in the first attempt along with the batch in which they were admitted are not eligible for getting rank certificates, medals.

9.8.2 Merit List Provision – The merit shall be declared by the university after the semester examination of the 6th semester of BBA(HHA) on the basis of the integrated performance of all the four years. The merit list shall include those candidates securing at least first division and passing all semester examinations in first attempt.

10.0 ATTENDANCE

Student should not have attended less than 75% of the total classes held in each theory/lab/seminar/ dissertation etc. This requirement shall be fulfilled separately for each subject of study. A deficiency up to 10% may be condoned by the Vice chancellor of the University.

A further condonation of 5% in attendance may be allowed severe/ compassionate circumstances by the Vice Chancellor. However it may not be treated as a matter of right by the students. (In case a student fails to fulfill the necessary requirement of the attendance in any subject(s) in any semester, he/she shall not be promoted to next semester and will have to repeat the academic semester in the next academic session along with regular students.

11.0 SCHEME OF EXAMINATION: SEMESTER WISE (to be decided by Board of studies and Academic council of Mansarovar Global University.

Medium of instructions :- Medium of instructions in BBA(HHA) course shall be 'ENGLISH'. The condition of English medium has been laid down in view of the industry requirement vis a vis better entrepreneurial employment opportunities for the incumbent students.

12.0 Reservation: reservation shall be applicable as per norms of the Government

13.0 Notwithstanding anything stated in this ordinance, for any unforeseen issues arising and not covered by this ordinance, or in the event of differences of interpretation, the Vice- Chancellor may take decision after obtaining, if necessary, the opinion/advice of a committee consisting of any or all the Directors of the Departments/Institutions/ Schools. The decision of the Vice chancellor shall be final.

भाग ४ (ग)**अन्तिम नियम****उच्च न्यायालय, मध्यप्रदेश, जबलपुर**

No. A/2314

Jabalpur, the 4th August 2018**Amendment in "The High Court of Madhya Pradesh Rules, 2008"**

1. Rule 1 of chapter XV shall be renumbered as 1(1).
2. After sub-rule (1) of rule 1 of chapter xv, following shall be inserted as 1(2) :—

“(2) The postal charge for registered post or speed post or courier service shall be paid by the party within the time stipulated in the order, otherwise within seven days from the date of the order.”

By order of Hon'ble the Chief Justice,

A. K. SHUKLA, Registrar General.

उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन, भोपाल

प्रथम परिनियम

भोपाल, दिनांक 13 अगस्त 2018

क्रमांक आर-220-सीसी-2018-अड़तीस.—मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 26 (1) के अनुक्रम में, मानसरोवर ग्लोबल निजी विश्वविद्यालय, सीहोर के प्रथम परिनियम क्र. 01-44 राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है. संस्था के उक्त परिनियम प्रकाशित होने की तारीख से प्रवृत्त होंगे.

प्रथम परिनियम क्र. 01-44

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,

वीरन सिंह भलावी, अवर सचिव.

MANSAROVAR GLOBAL UNIVERSITY SEHORE**STATUTE-01****SHORT TITLE, COMMENCEMENT AND JURISDICTION**

- (1) The "Statutes" means the Statutes of **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P. :-**
- (2) These Statutes shall come into force with effect from the date of the notification in the state Gazette by State Government.
- (3) These are in conjunction with the provisions of the Madhya Pradesh Niji Vishawvidalaya (Sthapana Avam Sanchalan) Adhiniyam 2007. If there be any difference in the provisions of the Act or the Rules and the Statutes, the provisions of the Act or the Rules shall prevail.
- (4) Nothing in these statutes shall be deemed to debar the University from amending the statute subsequently according to the Provision of section 27 of the act, and the amended statutes, it any shall be applicable with immediate or retrospective or prospective effect from such a date on prescribed in the notification.

The Jurisdiction for Legal Matters

All matters pertaining to any act / law shall be subject to jurisdiction of Bhopal, Madhya Pradesh.

STATUTE-02

DEFINITIONS

In this statutes unless the context otherwise required

1. "Act" means the "Madhya Pradesh Niji Vishawvidalay (Sthapana Avam Sanchalan) Adhiniyam 2007 (No.17 of 2007)
2. "University" means **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P..[MGU]**
3. "Seal" means the common seal of the MGU University Sehore;
4. 'Statutes;, 'Ordinances' and 'Regulations' means the Statutes, Ordinances and Regulations of the University as the case may be, in force for the time being;
5. "Rules and Regulations" means Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Rules 2007";
6. All words and expressions used herein and defined in the statute and the Rules shall have the meaning respectively as assigned to them in the statute and Rules.
5. "Governing Body" means Governing Body of **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.**
6. "Academic Council" means Academic Council of University.
7. Executive "Committee" means Executive committee of the Sponsoring Body.
8. "Board of Management" means the Board of Management of **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.**
9. "Board of Studies" means the Board of" Studies of the **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P. Departments/Faculties;**
10. "Visitor" means the Governor of state.
11. "Chancellor" Means the Chancellor of the **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.**
12. "Vice-chancellor" means the Vice-Chancellor of **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.**
13. "Registrar" means the Registrar of **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.**
14. "Chief Finance and Accounts officer means the chief finance and accounts officer of the **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.**
15. "Faculty" means Faculty of the **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.** listed in relevant Statute.

16. "Centre" means Research centre, Training Centre, Extension Centre or Centre of excellence of the university located within the main campus.
17. "School" means the various schools of the studies comprised within a faculty or may be a separate entity of the university located within the main campus.
18. "Institute" means the various institutes of the university meant for the purpose of imparting Education in any one stream or group of streams located within the campus.
19. "Departments" mean the various university teaching departments of the faculty, institute, and centre of the university located within the main campus.
20. "Scheme and Curriculum" mean and include nature, duration, pedagogy, syllabus, eligibility, and such other related details (by whatever name it- may be called) for the concerned course(s) of the **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.**
21. "Convocation" means the convocation of the **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.**
22. "Course(s) means prescribed area(s) of course(s) of study of programme(s) and/or any other component(s) leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.;**
23. "Teachers of the University" means Professors, Associate Professor, Assistant Professor and such other persons as may be appointed for imparting instructions or conducting research, with the approval of the Vice-Chancellor of the University or any constituent College or Institution in the campus maintained by the University.
24. "Decided by the University / University may decide / Decision of the University" mean as decided by the Vice-Chancellor with approval of the Chancellor;
25. "Employee" means any person appointed by the **MANSAROVAR GLOBALUNIVERSITY, SEHORE, M.P.** and includes teachers and other staff of the University.
26. "Head of University Department" means the faculty head of any department or head of any department or constituent institutions situated in the main campus of **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.**
27. "Principal" means the Head of a constituent College and includes, when there is

- no Principal, a person for the time being duly appointed to act as Principal;
28. "Regular Education" means delivering instructions, teaching, learning, education, and related activities directly by the teacher or through the use of latest pedagogy like video conferencing, webinar, e-learning etc; it also includes practical's, group discussion, seminars, workshops, industrial and field visits, project work, dissertation and thesis and assignments synchronously to students in the classes supported by teaching, learning and related activities on line from the campus to the regular students of the **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.**
29. "Regulatory commission" means regulatory commission constituted by State Government under section 36 of the Act.
30. "Academic Year" means a period of nearly twelve months, devoted to completion of requirements specified in the scheme and curriculum of the concerned course (s) and apportioned into "terms" as stipulated in the Ordinance;
31. "Subject" means the basic unit(s) of instruction; teaching; training; research etc., by whatever name it may be called, as under the scheme and curriculum;
32. The term He, Him and His also includes the feminist gender.
33. "Scheduled Tribes" means the Scheduled Tribes specified in relation to this State under Article 342 of the Constitution of India;
34. "Scheduled Castes" means the Scheduled castes specified in relation to this state under Article 341 of the Constitution of India;
36. Words and expression used but not defined in these Statutes shall have the same meaning as assigned to them in the Act.
37. All words and expressions used herein and defined in the statute and the Rules shall have the meaning respectively as assigned to them in the statute and Rules;
35. MGU means **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.**

STATUTE-03**SEAL OF THE UNIVERSITY**

The University Shall have a common seal to be used for the purposes of the University and the design of the seal shall be as decided by the University, subject to further changes or amendment as deemed necessary from time to time by the University. The University may also decide to make and use such Flag, Anthem, Insignia, Vehicle, Flag and other symbols of Graphic expression, abbreviation of likewise, for such purposes as deemed necessary from time to time, and which are not of such nature that are not permitted by the State or the Central Government. The University may opt to register these under relevant rules and laws of the Land.

STATUTE-04**THE OBJECTIVES OF THE UNIVERSITY**

5. The following shall be objectives of the **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.**

To provide instructions, teaching and training in higher education and to make provisions for Research, Advancement and Dissemination of knowledge;

- a. To create higher levels of intellectual abilities;
- b. To establish state of the art facilities for Education and Training;
- d. To carry out teaching and research and offer continuing education programmes;
- e. To create centers of excellence for research and development and for sharing knowledge and its application;
- f. To maintain the standards of degrees, diplomas, certificates and other academic distinctions in accordance with the norms laid down by the University Grants Commission and the related regulatory bodies or regulatory council;
- g. To collaborate with other Universities, Research Centers, Government and Non government Organization towards fulfillment of the University Objectives.
- h. To pursue any other objectives as may be approved by State Government based on the recommendations made by the Regulatory Commission from time to time.

STATUTE-05

**APPOINTMENT, TERMS AND CONDITIONS, AND
POWERS OF THE CHANCELLOR**

- (1) In accordance with the section no 16 of the Act, the Chancellor shall be appointed by the sponsoring body i.e. Sri Sai Gramothhan Samiti, Bhopal with approval of the Visitor for a period of five years. The Executive Committee of the sponsoring body shall, by simple majority, finalize the name of the Chancellor. The Secretary/President of the Sponsoring Body shall send the name, along with Bio-data of the proposed Chancellor, to the Visitor for approval. After Visitor's concurrence, Chancellor shall be appointed by the Sponsoring Body.
- (2) The Chancellor shall be the Head of the **MANSAROVAR GLOBAL UNIVERSITY, SEHORE, M.P.**
- (3) The Chancellor shall exercise powers as specified in Section 16 clause 4 of the Act and powers provided in statute or Ordinance of University.
- (4) The Chancellor shall preside over the meeting of the Governing Body and shall, when the Visitor is not present, preside over convocation of the University, for conferring degrees, diplomas or other academic distinctions.
- (5) The Chancellor shall hold office for a period of five years and shall be eligible for reappointment with the approval of Visitor following the procedures laid down above under clause (1) of this statute. Provided that the Chancellor shall notwithstanding the expiry his term may, continue to hold his office until he/she is reappointed or his successor enter upon his office.
- (6) In case of any emergency like illness, absence or death of the Chancellor, the Vice Chancellor shall perform his duties till the Chancellor resumes his office or the new Chancellor is appointed. However, this period shall not exceed more than six months.
- (7) It shall be the duty of the Chancellor to ensure that the provisions of the Act, the Rules, the Statutes, the Ordinances or the Regulations are faithfully complied with by the University authorities.
- (8) The Chancellor shall exercise supervise and have general control over the affairs of the University and decision of the Chancellor shall be final for the university for all the Administrative, Financial, Academic matters and any other matters therewith.
- (9) The Chancellor shall be entitled to receive accommodation, vehicle facility, honorarium, expenses and allowances as may be decided by the Sponsoring Body.

- (10) The Chancellor shall have the following powers, also:
- (a) To appoint and remove the Vice-Chancellor;
 - (b) To call for any information or record of university;
 - (c) Such other powers as may be conferred by the Statutes & ordinance of university;
- (11) The chancellor wishes to relinquish his office he shall write a letter in his own hand writing addressing to the Visitor. The Sponsoring Body Chairman shall forward his resignation to the Visitor and after Visitor's approval; he shall accept his resignation and propose a new name to the Visitor as per clause (1) of this Statute.
- (12) In a special meeting called for the purpose, the executive committee of the sponsoring body may consider a "no confidence motion" against the chancellor and passed by two third majority can recommend the visitor for the removal of chancellor.

STATUTE-06

**APPOINTMENT, TERMS AND CONDITIONS, AND POWERS OF THE VICE -
CHANCELLOR**

- (1) The Vice-Chancellor shall be appointed by the Chancellor from the panel recommended by the selection committee constituted for the purpose, as per Section 17 of the Act.
- (2) The Selection Committee, referred to in clause (1), Act 17, shall consist of the following members, as per section 17 clause 2 of Act.
 - (i) Two eminent academicians nominated by the sponsoring body;
 - (ii) One eminent person nominated by the State Government member.
- (3) The Chancellor shall appoint one of the members of the selection committee as Chairman. Otherwise the Chancellor himself/herself may be the chairman.
- (4) The selection committee shall submit a panel of at least three eminent persons for the appointment of Vice-Chancellor. Provided that if the Chancellor does not approve the recommendation of the selection committee, he may call for fresh recommendation from the selection committee.
- (5) Notwithstanding anything contained in the foregoing sub-section, the Chancellor may appoint the first Vice-Chancellor for a period of two years to conduct the affairs of University
- (6) The Vice-Chancellor appointed under clause (1) above shall hold office for a term of four years and shall not be eligible for appointment for more than two terms. Provided that, notwithstanding the expiry of his term, he shall continue to hold office until his successor is appointed or enters office but in any case this period shall not exceed six months. Provided that he shall not hold the office after attaining the age of 70 years. Provided further that in case of an emergency like illness, long absence, resignation or death of a Vice-Chancellor, the Chancellor shall assign the duties of the Vice-Chancellor to the Registrar of the university, however this period of interim arrangement shall not exceed more than 6 months.
- (7) The Vice-Chancellor shall be a whole-time salaried officer of the University and his emoluments and other terms and conditions of service shall be such as decided by the Governing Body provided that the pay, allowance and other conditions of service shall not be less than what has been approved by U.G.C.

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- (8) In the event of the occurrence of any vacancy including temporary vacancy in the office of the Vice-Chancellor by reason of his death, resignation, leave, illness or otherwise, Registrar for that purpose shall act as the Vice-Chancellor as authorized by Chancellor until the date on which Vice-Chancellor is as per provision act to fill such vacancy, enters upon his office; Provided that the arrangement contemplated in this clause shall not continue for a period of more than six months.
- (9) The Vice-Chancellor shall be the principal executive and academic officer of University, and shall exercise general superintendence and control over the affairs of University and shall execute the decisions made by various authorities of University.
- (10) In addition to the powers and duties prescribed in section 17 of the Act the Vice Chancellor shall also exercise such other powers and perform such other function as given below:-
- (i) He shall be Ex-Officio Chairman of Board of Management, the Academic Council, and Finance Committee and All Bodies of the University. The Vice Chancellor shall be entitled to be present in the meetings of all bodies of the University but shall not be entitled to vote at unless he is a member of such body.
 - (ii) It shall be duty of the Vice-Chancellor to see that provisions of the Act and the Statutes and Ordinance and Regulations made by the University are duly complied with and he shall have all the powers necessary to ensure their compliance. The Vice Chancellor may constitute such committees as he deems it necessary to help him in the discharge of the duties entrusted upon him by or under the statute and ordinance
 - (iii) The Vice-Chancellor shall exercise control over the affairs of the University and shall give effect to the decisions, direction or orders of all authorities of the University.
 - (iv) The Vice-Chancellor shall have the powers necessary for the proper maintenance of discipline in the University and he may delegate any such powers to such persons, as he may deem fit.
 - (v) The Vice Chancellor shall be competent to grant leave to any officer of the University in accordance with the rules and make necessary arrangement for the discharge of the functions of such officer during his absence.

- (vi) The Vice-Chancellor shall grant leave of absence to any employee of the University in accordance with the rules and if he so desire, delegate such powers to another officer of University.
- (vii) The Vice-Chancellor shall have the power to convene the meetings of the different Bodies constituted by University.
- (viii) The Vice-Chancellor shall have the power to appoint on the sanctioned and vacant posts of Professors, Associate Professor, Assistant Professor and other Teachers following the procedure of their appointment with the approval of the Chancellor.
- (ix) The Vice Chancellor shall have the power to appoint persons as may be considered necessary by the Academic Council for the functioning of the University with the concurrence of the Board of Management.
- (x) The Vice-Chancellor shall have the power to make short term appointments for a period not exceeding six months at a time of such number of persons as may be considered necessary for functioning of the university with the prior approval of Chancellor.
- (11) In the absence of the Visitor and the Chancellor, the Vice Chancellor shall preside over at the convocation of the University, for conferring Degree, Diplomas or other Academic destinations.
- (12) The Vice Chancellor may by writing addressed to the chancellor resign his office.
- (13) As from the date specified the Vice-Chancellor shall be deemed to have relinquished the office and the office of the Vice Chancellor shall fall vacant.
- (14) If at any time upon representation made or otherwise and after making such enquiries as may be deemed necessary, it appears to the Chancellor, that the Vice-Chancellor:-
- (i) Has defaulted in performing any duty imposed on him, by under the statute or ordinance of University.
 - (ii) Has acted in manner prejudicial to the interests of University; or is incapable of managing the affairs of the University the Chancellor may, notwithstanding the fact that the terms of office of the Vice Chancellor has not expired, by an order in writing stating the reasons therein, require the Vice Chancellor to relinquish his office as from such date as may be specified in the order.
 - (iii) Provided that no such order shall be passed unless the particulars of the grounds on which such action is proposed to be taken are

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communicated to the Vice Chancellor and he is given a reasonable opportunity of showing cause against the proposed order.

THE PRO VICE-CHANCELLORS###

(1) Every Pro Vice-Chancellor shall be appointed by the Board of Management on the recommendation of the Vice-Chancellor:

Provided that if the recommendation of the Vice-Chancellor is not accepted by the Board of Management, the matter shall be referred to the Chancellor who may either appoint the person recommended by the Vice-Chancellor or request the Vice-Chancellor to recommend another person for consideration of the Board of Management.

(2) The term of office of a Pro Vice-Chancellor shall be three years or until the expiration of the term of office of the Vice-Chancellor, whichever is earlier, and he shall be eligible for reappointment:

Provided that a Pro Vice-Chancellor shall retire on attaining the age of sixty-five years:

Provided further that a Pro Vice-Chancellor shall, while performing the functions of the Vice-Chancellor under clause (8) of Statute 3, continue in office notwithstanding the expiration of his term of office as Pro Vice-Chancellor until a new Vice-Chancellor assumes office or until the existing Vice-Chancellor resumes his duties, as the case may be.

(3) (a) The salary of a Pro Vice-Chancellor shall be as decided by the Board of Management with the approval of the Chancellor.

(b) Every Pro Vice-Chancellor shall be entitled, without payment of rent, to the use of a furnished residence throughout his term of office and no charge shall fall on the Pro-Vice-Chancellor personally in respect of maintenance of such residence.

(c) In addition to the salary specified in sub-clause (a), a Pro Vice-Chancellor shall be entitled to such leave, benefits and other allowances as are admissible to the employees of the University from time to time.

(d) Every Pro-Vice-Chancellor shall be entitled to such terminal benefits as may be fixed by the Board of Management from time to time.

(e) Every Pro-Vice-Chancellor shall be entitled to subscribe to the contributory provident fund of the University till the end of his tenure:

Provided that where an employee of the University or a college or an institution or of any other university or institution maintained by or affiliated to such other university is appointed as Pro Vice-Chancellor, he shall continue to be governed by the same retirement benefit scheme to which he was entitled prior to his appointment as Pro Vice-Chancellor till he continues to hold his lien on that post but under this provision, the pay for the purpose of subscription to the General Provident Fund or subscription to the University Contributory Fund shall be the pay drawn by him as Pro-Vice-Chancellor.

(f) Every Pro Vice-Chancellor shall assist the Vice-Chancellor in respect of such matters as may be specified by the Vice-Chancellor in this behalf from time to time and shall also exercise such powers and perform such functions as may be delegated to him by the Vice-Chancellor.

STATUTE-07

**APPOINTMENT TERMS & CONDITIONS AND,
DUTIES OF THE REGISTRAR**

- (1) The Registrar shall be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Vice Chancellor.
- (2) The Registrar will be a key officer of the University. All contracts shall be signed and all documents and records shall be authenticated by the Registrar on behalf of the University.
- (3) The Registrar shall be the member-secretary of the Governing Body, Board of Management and Academic Council but he shall not have the right to vote.
- (4) The Registrar shall exercise such other powers and other duties as may be prescribed by the Statutes or Ordinance of University.

If any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the Registrar is not in the interest of the University, the Vice Chancellor may request the chancellor in writing stating the reasons therein, for the removal of the Registrar. Provided that before such action are taken the Registrar shall be given an opportunity of being heard

1. APPOINTMENT OF REGISTRAR

The first Registrar shall be appointed by the Sponsoring Body as per clause 18(1) of the Act. The subsequent Registrar, other than the first Registrar, shall be appointed by the Governing Body on the recommendation of the Expert Committee constituted for the purpose. The Expert Committee shall consist of:

- (i) Vice-Chancellor- Chairman
- (ii) Nominee of the Chancellor
- (iii) Two Expert Members approved by the Governing Body
- (iv) One Observer nominated by the Chairman, Regulatory Commission
- (v) Nominee of the Sponsoring Body

2. SELECTION OF REGISTRAR

The University will follow the following procedure for the selection of the Registrar:-

- (1) The University shall invite applications for the post through the process of an advertisement in important minimum two News Papers having wider circulation as decided by Vice Chancellor.

- (2) A Summary of the candidates applied for the post shall be prepared by the Committee constituted for the purpose as per clause 1 as above.
- (3) The date of meeting of the Selection Committee will be fixed and a notice to this effect shall be given at least 15 days in advance.
- (4) The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Governing Body.
- (5) If a suitable candidate is not found in the first advertisement, subsequent advertisement shall be issued.
- (6) The Registrar shall receive pay and other allowances as decided by the Governing Body from time to time.
- (7) When the office of the Registrar falls vacant or when the Registrar is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties shall be performed by such person as the Vice Chancellor may appoint for the purpose with the prior approval of Chancellor.
- (8) The age of retirement of the Registrar shall be Sixty five years as per UGC norms

3 DUTIES OF REGISTRAR

Duties of Registrar shall include:

- (1) To be the custodian of the records, the common property, and such other property of the University as the Governing Body and Board of Management may decide.
- (2) To conduct the official correspondence of the Governing Body, Board of Management, Academic Council and of any other committee. The Registrar shall be the Member Secretary but he shall not have a right to vote. To issue notices conveying the dates of meeting of the University authorities to the members and to make necessary arrangements for the conduction of the meeting and also for other assigned duties by the Governing Body/Board of Management from time to time.
- (3) The Registrar shall provide the copies of the Agenda of the meeting of the Governing Body, Academic Council, Board of Management and such other bodies which are formed under the direction of the Vice Chancellor and shall record the minutes and send the same to the Vice Chancellor and Chancellor. He shall also make available all such papers, documents and information as the

Visitor Madhya Pradesh Private University Regulatory Commission / Chancellor / Vice Chancellor may desire from time to time.

- (4) He shall discharge all such functions as assigned to him by the Chancellor / Vice chancellor of the University.
- (5) Subject to the Control of the Vice Chancellor, the Registrar shall have power to appoint on the sanctioned post, of the class III and class IV Ministerial & Academic Staff of the University and likewise shall exercise disciplinary control over them.
- (6) The Registrar shall have powers to take disciplinary action - against the nonteaching employees working in the University and can suspend them, pending inquiry with the approval of the Vice-Chancellor and Chancellor.
- (7) To conduct official proceedings and correspondence of the University, the Governing Body, the Board of Management and the Academic Council and the committees appointed by such authorities from time to time.
- (8) To represent the University in suits or proceedings, by or against the University, sign powers of attorney, verify pleadings and depute his representative for the purpose.
- (9) To keep the minutes of the meetings of the Governing Body, Board of Management, the Academic Council, and of the committees appointed by such authorities from time to time.
- (10) To arrange the examination of the University in case no controller of Examination is appointed in the University.
- (11) To collect the income, disburse the payments of the University, in case no Chief Finance Officer is appointed in the University.
- (12) To exercise all such powers as may be necessary or expedient for carrying into the orders of the Chancellor, Vice-Chancellor or various authorities or bodies of the University of which Acts as secretary.
- (13) To discharge such other functions as may be assigned to him from time to time by the Vice-Chancellor to whom he shall be responsible for the same.
- (14) To perform such other functions as may be specified in the Statutes, Ordinance or Regulations or as may be required from time to time by the Governing Body, Board of Management or the Vice Chancellor.
- (15) To Order such assistance as may be desired by the Vice Chancellor in

- the performance of his official duties.
- (16) To represent the University in suites and proceedings, by or against the University, sign powers of attorney, verify pleadings and depute his representative for the purpose.
- (17) The Registrar shall have the powers to enter into and sign, agreements and authenticate records on behalf of the University after getting approval of Vice Chancellor and Chancellor.
- (18) The Vice Chancellor shall have power to take disciplinary action against Registrar if required. However, an appeal could be made by the concerned Registrar to the Chancellor through Board of Management and the Vice Chancellor. The Vice Chancellor shall place the appeal before the Board of Management within a period of 30 days from the date of the receipt of the appeal by him with his comments and observations if any. The decision of the Chancellor shall be final.
- (19) An appeal shall be made to an officer so designated by the Board of Management against any order made by the Registrar. In cases where an inquiry discloses that a punishment beyond the powers of the concerned Registrar is called for, the Registrar shall, consequent to the enquiry, make a report to the Vice Chancellor along with his recommendations for such action as the Vice Chancellor may deem fit.
- (20) The Registrar shall be:-
- (i) Member Secretary of the Governing Body
 - (ii) The member Secretary of the Board of Management, and
 - (iii) The Member-Secretary of the Academic Council But, he shall not have rights to Vote An appeal can be made to the Chancellor against any order of the Registrar. The Chancellor will be the final authority to take decision on the appeal
- (21) The Registrar may by writing under his hand addressed to the Chancellor, and forwarded by Vice-Chancellor resign his office giving three month notice, Provided that the notice period of three month can be condoned by the Chancellor if three month salary is deposited by the such officer.

STATUTE-08

**APPOINTMENT TERMS & CONDITIONS AND,
DUTIES OF THE CONTROLLER OF EXAMINATIONS**

Controller of Examination shall be an officer of the University and shall be appointed by the Vice Chancellor from amongst the Teachers of the University.

- (i) The Controller of Examination will be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Chancellor / Vice Chancellor.
- (ii) The Controller of Examination shall be responsible for the smooth conduction of Examination of all Courses / Programmes and for all other arrangement necessary thereof and execution of all processes connected therewith along with declaration of result.
- (iii) The appointment of the Controller shall be made by the Chancellor on the recommendation of the committee constituted for this purpose.

The committee shall consist of :

- i. Vice Chancellor or his nominee (Chairman)
- ii. Two nominees of the sponsoring body.
- iii. One expert member approved by the Chancellor.

However the quorum for committee shall be minimum three.

(i) The University shall follow the following procedure for the selection of the Controller of Examination :

1. The University shall invite application for the post, through the process of an advertisement in the University website / job portals and / or news papers.
2. A summary of the candidates applied for the post shall be prepared by the committee consisting of senior staff members of the University, approved by the Chancellor for this purpose.
3. The selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to Chancellor for approval and appointment.
4. If a suitable candidate is not found in the first advertisement, subsequent advertisement shall be issued

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The controller of examination shall be selected from amongst faculties of the University.

- (ii) When the office of the controller of Examination is vacant or when the Controller of Examination is, by reason of illness or absence for any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such other person as the Vice chancellor may appoint for the purpose.
- (iii) The powers and responsibilities of the Controller of Examination shall be as decided by the Board of Management of the University
- (iv) If any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary for the following reasons :

Has made default in performing any duty imposed on him by or under this Act; or

Has acted in a manner prejudicial to the interest of the University; or

Has found to involve in any type of financial irregularity, corruption, sexual harassment or deliberately harm the image of the University ; or

Is incapable of managing the affairs related with the examination and result as well as other assigned duties of the University.

And if it appears to the Chancellor that the situation so warrants that continuance of the Controller of the Examination is not in the interest of the University, the Chancellor may instruct to Vice Chancellor to issue the show cause notice to the controller of Examination to explain the matter, and thereafter if the authorities are not satisfied with the explanation submitted by the Controller of Examination then Vice-Chancellor may request to the Chancellor for the removal of the Controller of Examination. The Chancellor's decision shall be final in matter.

Provided that before taking such action of the removal, the Controller of Examination shall be given an opportunity of being heard before the Chancellor.

(v) The Controller of Examination shall receive pay and other allowances as decided by the sponsoring Body from time to time.

(vi) The age of retirement of Controller of Examination shall be sixty five years / as per the state Government / UGC norms.

The Controller of Examination may by writing under his hand addressed to the chancellor, through the Vice Chancellor resign his office at least one prior notice or by depositing the one month salary.

DUTIES OF CONTROLLER OF EXAMINATION

The following shall be the duties of the Controller of Examinations:

1. He shall conduct examinations for all the courses conducted by the University.
2. He shall be the secretary of Examinations Committee.
3. He shall carry out all the works assigned by the Examinations Committee, Registrar and Vice-Chancellor.
4. He shall be responsible for printing of question papers, answer books etc.
5. He shall be responsible for tabulation and printing of Marks card for various examinations and keeping track of the marks card printed.
6. He shall be responsible for issuing transcript of marks cards for the students after the student has deposited the requisite fee.
7. He shall be responsible for issuing the diploma / degree / other distinctions conferred by the university.
8. He shall be responsible for smooth conduct of examinations and deal with cases of unfair means.
9. He shall be responsible for the time table of examinations for all courses conducted by the university.
10. He shall be responsible for safe keeping of examination records.

STATUTE-09

**APPOINTMENT, TERMS AND CONDITIONS, AND DUTIES OF THE
CHIEF FINANCE & ACCOUNTS OFFICER (CFAO)**

1. The CFAO will be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Chancellor.

a. THE APPOINTMENT OF CHIEF FINANCE AND ACCOUNTS OFFICER (CFAO)

The appointment of the CFAO shall be made by the Chancellor on the recommendation of the committee constituted for the purpose.

The Committee shall consists of

- (i) Vice Chancellor- Chairman
- (ii) Nominee of the Chancellor
- (iii) Two finance Expert member approved by the Governing Body
- (iv) One Observer nominated by the Chairman Madhya Pradesh Private University Regulatory Commission.
- (v) Nominee of the Sponsoring Body.

Provided that the first CFAO will be appointed by Chancellor for a period two years.

b. Selection of CFAO

The University will follow the following procedure for the selection of the CFAO.

- (1) The University would invite applications for the post through the process of an advertisement in any two important News Papers having wider circulation as decided by Vice Chancellor.
- (2) A summary of the candidates applied for the post shall be prepared by the Committee consisting of three Professors of the University approved by the Vice Chancellor for the purpose.
- (3) The date of meeting of the selection committee will be fixed and a notice to this effect shall be given at least 15 days in advance.
- (4) If a suitable candidates is not found in the first advertisement subsequent advertisement shall be issued.
- (5) When the office of the CFAO falls vacant or when the CFAO is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor may appoint for the

- (6) If at any time upon representation made or other wise, and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the CFAO is not in the interest of the University, the Vice Chancellor may request the Chancellor, in writing stating the reasons therein for the removal of the CFAO.
- (7) The Services of the CFAO can be terminated by tile Chancellor on the recommendation of the Vice-Chancellor by giving him one month's notice or one month's salary in lieu of notice.

c. Terms and conditions of CFAO

- (1) The Chief Finance and Accounts Officer shall receive a salary in the pay scale and other allowances as decided by Sponsoring Body.
- (2) Term of CFAO will be of four years.
- (3) The retirement age of the CFAO will be 65 years as per State Government/ UGC norms.

d. The duties of the CFAO shall include:

- (1) The Chief Finance & Accounts Officer shall be responsible for managing the accounts and funds of the University, for maintaining the records property, and for regularly getting them audited.
- (2) The Chief Finance & Accounts Officer shall supervise, control and regulate the working of Accounts and Finance of the University.
- (3) Maintaining the Financial records and any such other finance related records of the University as the Governing Body may decide.
- (4) He shall discharge all such functions as assigned to him by the Chancellor / Vice-chancellor of the University.
- (5) Exercise such duties, powers and perform other functions as may be prescribed by the Act, Statutes, Ordinance and Regulations and as directed by the Chancellor/Vice-Chancellor and Board of Management.
- (6) Exercise general supervision of the Fund of the University and advise it as regards its financial policies.
- (7) Perform such other- financial function as may be assigned to him by the Governing Body and Board of Management or as may be prescribed by the Statutes or the Ordinance provided that the Chief Finance & Accounts Officer shall not incur any expenditure or make any investments exceeding the limits as fixed by the Vice Chancellor and the Board of Management and Governing Body.

- (8) Chief Finance & Accounts Officer Shall also perform following duties as directed by Chancellor, Vice-Chancellor and Board of Management:
- (i) Collect the income, disburse the payments and maintain the accounts of the University.
 - (ii) Hold and manage the properties and investments of the University, including trust and immovable properties for fulfilling any of the objects of the University,
 - (iii) Ensure to the limits fixed by the finance committees for recurring and non-recurring expenditure for a year are not exceeded and money is used or spent for the purposes for which it was granted or allotted.
 - (iv) CAFO will be responsible for the preparation of the annual accounts and the budget, Audit Report & Action Taken Report of the University and for their presentation to the Board of Management after they have been considered by the Finance Committee.
 - (v) Keep a constant watch on cash and bank balances and investments.
 - (vi) Ensure that the registers of properties of the University are maintained properly and that the stock checking of materials and equipments and other materials in the offices of the University maintained by the University.
 - (vii) Watch the progress of collection of revenue and advice on the methods of collection of revenue.
 - (viii) Bring to the notice of the Vice Chancellor any unauthorized expenditure or other financial irregularities, and suggest appropriate action against persons at fault.
 - (ix) Call from any office of the University, any information or reports that he may consider necessary for the performance of his functions.
 - (x) The CFAO shall supervise, control and regulate the working of accounts & finance of the University and ensure the receipt of funds and its utilization as per section 12 & 13 of Act.
 - (xi) The CFAO may by writing under his hand addressed to the Chancellor and forwarded by Vice Chancellor, resign his office giving three month notice or three month salary in lieu of notice.

STATUTE-10

GOVERNING BODY OF THE UNIVERSITY

The Governing Body shall be the supreme authority of the University, and shall have the power to review the actions of the board of Management and Academic Council, and shall exercise all the powers of the University not otherwise provided in the Act, the Statutes, and the Ordinances. It is the highest policy making body of the University and shall be responsible for the general supervision, direction and control of the work of the University so that the University fulfills its objectives

Constitution of Governing Body

1. Constitution and functioning of the Governing Body shall be as laid down under section 22 of the Act.

The Governing Body of the University shall consist of the following members namely:-

- (i) The Chancellor; - Chairman
 - (ii) The Vice-Chancellor - Member
 - (iii) Three eminent persons nominated by the sponsoring body out of which at least one shall be an eminent educationist; - Member
 - (iv) Three distinguished persons nominated by the Visitor out of a panel of six names submitted by the state Government; - Member
 - (v) One representative of the State Government not below the rank of Deputy Secretary. - Member
- (2) The terms of nominated members of the Governing Body will be for three years and individual can hold the membership not more than two consecutive terms.
 - (3) The Chancellor shall be the Ex Officio Chairman of the Governing Body.
 - (4) The Governing Body shall be the principal authority of the University, and all movable and immovable property of the University shall vest in the governing body and shall have the following powers namely:-
 - (i) To control functioning of the University, by using such powers as provided by this Act or the Statutes, Ordinance or Regulations made there under;
 - (ii) To review the decisions of other authorities of the University, in case they are not in conformity with the provisions of the Act or the

Statutes, Ordinances or regulations made there under;

- (iii) To approve the budget and annual report of the University, from time to time.
- (iv) To lay down the policies to be followed by the University.
- (v) Such other powers as may be prescribed by the Statutes of the University.
- (vi) The Governing Body shall meet at least three times in a calendar year.
- (vii) The quorum for meeting of the governing body shall be of five members as per the act.
- (viii) To make, review and approve, from time to time the broad policies plans and procedures and suggest measures for the improvement and development of the University.
- (ix) To make recommendation on any matter referred to it by the Chancellor.
- (x) Such other powers and duties as may be prescribed by the "Executive Committee" of the Sponsoring Body.
- (xi) In the interest of University the Chancellor have power to approve any matter related to University and same shall be placed in next Governing body meeting for approval.

STATUTE-11**BOARD OF MANAGEMENT****Constitution of Board OF Management**

- (1) Constitution and Functioning of Board of Management shall be as laid down under Section 23 of the Act.
- (2) The Board of Management shall consist of the following members, namely:-
 - (i) The Vice-Chancellor - Chairman
 - (ii) Two representative nominated by the sponsoring Body - Member
 - (iii) Two representative nominated by the State Government - Member
 - (iv) Two senior most Professors of the University by rotation - Member
 - (v) Two senior most Teachers of other than in clause (IV) by rotation - Member.
- (3) The Board of Management shall be constituted with the approval of Chancellor.
- (4) The Vice Chancellor shall be the Ex-officio Chairperson of the Board of Management.
- (5) The Board of Management shall meet at least once in every two months.
- (6) The term of the nominated members of the Board of Management will be of Three years.
- (7) No nominated member shall hold office for more than two consecutive terms.
- (8) The quorum for meeting of the Board of Management shall be at least five members.

POWERS AND FUNCTIONS OF THE BOARD OF MANAGEMENT

The Board of Management shall have the following powers and function.

- (1) Suggestion on Budget, Audit report and Annual Report of the University and to place it before the Governing Body for its approval.
- (2) To prepare the Annual/Supplementary Budget of the University and to place it before the Governing Body for its consideration and approval.
- (3) To follow the Budget for Expenditure as approved by the Governing Body
- (4) To perform any other functions which may be assigned by the Governing Body and Chancellor.
- (5) To recommend to Governing Body for creating the post of other officers of the University
- (6) To get the approval of the Governing Body before the implementation of such decisions of the Board of Management which may be having bearing on the finances of the University.

- (7) To manage and administrate the revenue and property of the University and to conduct all administrative affairs of the University.
- (8) To create teaching and other academic posts.
- (9) To prescribe qualifications for teachers and other academic staff in time with the norms set by the University Grant Commission or any statutory body which may be applicable to it.
- (10) To approve the appointment of such Officers, Professors, Associate Professor, Assistant Professor and other teachers and academic staff as may be necessary on the recommendations of selection committee constituted for the purpose.
- (11) To approve appointment of temporary contractual and daily Honorarium basis vacancies of any Teaching, Administrative & Academic Staff.
- (12) To specify the manner of appointment to temporary vacancies of any staff.
- (13) To manage and regulate the finance, accounts, investments property of the University and all other affairs of the University and to appoint such other agents as may be considered fit.
- (14) To invest money belonging to the University including any un-spent income, in such stocks, funds, shares or securities as it thinks fit in the purchase of immovable properties in India with like power varying such investment from time to time. Provided that no action under this clause (14) shall be taken without consulting the Finance Committee and approval of Chancellor.
- (15) To create administrative, ministerial and other necessary posts after taking into account the recommendations of the Finance Committee and to specify the manner of appointment there to.
- (16) To regulate and enforce discipline amongst tile employees in accordance with the statutes and ordinance of University.
- (17) To transfer or accept transfers of any immovable or movable property on behalf of the University with provisions followed in statute or Ordinance after the approval of Chancellor.
- (18) To entertain, adjudicate upon or redress the grievances of the employees and the students of the University who may for any reason feel aggrieved.

- (19) To fix the remunerations payable to counselors examiners and invigilators and fix the traveling and other allowances payable to them, after consulting the Finance Committee.
- (20) To delegate any of its powers to the Vice-Chancellor, Chief Finance & Accounts Officers, Registrar or other Officers, employee of authorities of the University or to a Committees appointed by it
- (21) To execute fellowship, scholarship, studentships, and other provisions in welfare of students.
- (22) The Board of Management shall exercise the powers of the University not otherwise provided by the Statute, Ordinance and the Regulations for the fulfillment of the objects of the University.
- (23) To exercise such powers and perform such other functions as may be conferred or imposed by the Act or the Statutes, Ordinance and also directives of Chancellor of the University.

Creation of Post & procedure for its abolition:

- (i) In the initial stage the Governing Body will propose the number of posts to be created as per statute. The Chancellor will approve the number of post required for the establishment of University as per statute. After creation of Board of Management the proposal for creation of post or procedure for its abolition will be submitted to Board for its approval. After the approval of Board of Management, the proposal shall be sent to Chancellor for final approval.
- i. The establishment of the Chair shall require one time donation amounting to at least Rs 2.0crore or as decided by the Board of Management, by the donor, which can be supplemented subsequently at his /their discretion.
- ii. The donation shall be deposited in the University Endowment Fund and the amount of interest earned annually shall be utilized to compensate the expenditure to be incurred to the extent possible.

STATUTE-12

ACADEMIC COUNCIL

- (1) The Academic Council shall be the principal academic body of the University
- (2) The Academic Council shall consist of the following members:
- I. Vice-Chancellor Chairman
 - II. Registrar Member Secretary
 - III. Deans/Directors and Heads of Departments as per their seniority -Member
 - IV. Three Senior most Professors of the University Teaching Departments nominated by Chancellor - Member
 - V. Two Professors from the State / Central Government Universities nominated by the Chairman Regulatory Commission - Member
 - VI. Two representatives from amongst the Scientist / Educationists / Technologists / Industrialists nominated by the Chancellor - Member

Provided that the total membership of the Academic Council shall not exceed to fifteen members at any time

- (2) The Vice-Chancellor, as the Chairman, shall preside over the meetings of the Academic Council, and in his absence any Dean of the faculty Nominated by the Chancellor shall preside over the meeting
- (3) The Registrar shall be the Member Secretary of the Academic Council and in the absence of the Registrar, any other member authorized by the Vice-Chancellor shall act as the Member -Secretary.
- (4) Eight members of the Academic Council including the Chairperson shall form quorum at a meeting. Provided that no quorum shall be necessary for adjourned meetings.
- (5) The Term of the nominated members of the Academic Council shall be of three years.

Creation of new Department and abolition or restructuring of Existing Department:

- (ii) On the receipt of proposal for creation of new Department/abolition/restructuring of existing department, the academic council will discuss & send its recommendation to Chancellor for approval. After the approval of proposal by the Chancellor the Vice Chancellor will issue the order & will implement accordingly

Alteration of the number of seats in different courses of University:-

- (iii) The number of seats in different course of University will be decided by academic Council & proposal shall be send to Chancellor for its approval. The similar procedure will be followed for alteration of numbers of seats in different courses. It would, however, be in conformity of the Regulatory Bodies such as UGC/AICTE/PCI etc.

POWERS, DUTIES & FUNCTIONS OF THE ACADEMIC COUNCIL

Subject to the provisions of the Act, the Academic Council shall have the following powers, duties and functions, namely:

- (1) To co-opt as members, persons having special knowledge or experience in the subject matter of any particular business which may come before the Council for consideration. The members so co-opted shall have all the rights of the members of the council in regard to the transaction of the business in relation to which they may be co-opted.
- (2) The Academic Council shall be the principal academic body of the University and shall, co-ordinate and exercise general supervision over the academic policies of the University.
- (3) To promote research and related activities in the University.
- (4) To make recommendation to the Governing Body through Board of Management, on the proposals received from the different faculties of the University, for the conferment of degrees, honorary degrees or any such other distinction or honor of the University.
- (5) To exercise general supervision over the academic policies of the University and to give directions regarding methods of instruction, teaching and evaluation of research or improvements in academic standards.
- (6) To consider matters of general academic interest either on its own initiative or on a reference made by a faculty or the Board of Management and to take appropriate action thereon.
- (7) To make proposals to the Governing Body through Board of management for allocating departments to the faculties.
- (8) To make proposals to the Governing Body through Board of management for the institution of Fellowships, Scholarships, Studentships, Exhibition Medals and Prizes and to make rules for their award.
- (9) To recognize persons of eminence in their subject to be associated as research guide in the subject as prescribed in the ordinance.

- (10) To formulate, modify or revise schemes for the organization and assignment of subjects to the faculties, and to Governing Body as to the expediency of abolition, reconstitution or division of any faculty of the University.
- (11) To recognize diplomas and Degrees of other universities and institutions and to determine their equivalence.
- (12) To make special arrangements, if any, for the teaching of women or physically challenged students and for prescribing for them special courses of study
- (13) To consider academic related proposals submitted by the faculties/ departments of the University.
- (14) To approve syllabus of the different courses/ subject submitted by the faculties / departments and to constitute examination committee for the conduct of examinations according to Ordinances made for the purpose.
- (15) To award stipends, scholarship, medals and prizes and to make awards in accordance with the ordinance and such other conditions as may be attached to the award.
- (16) To publish syllabus of various courses of study, lists of prescribed or recommended Text Book, Reference Books & Periodical, Journals for different subjects.
- (17) To appoint committee for admission of students in different faculties of the University.
- (18) To recommend to the Governing Body the rates of remuneration and allowances for the Examination work.
- (19) To delegate such of its powers, as is may deem fit, to the Chairman of the Academic Council.
- (20) To make recommendation if any matter referred to by Chancellor.
- (21) To frame such regulations and rules consistent with the Statutes and the Ordinances regarding the Academic functioning of the University, including discipline, admissions, award of fellowships and studentships and other academic matters as mentioned in Act.
- (22) The Academic Council shall exercise such other power and perform such other duties as may be prescribed from time to time by the Chancellor

STATUTE-13

FINANCE COMMITTEE

1. Finance Committee shall consist of the following persons, namely:-

(i)	The Chancellor or His Nominee	Chairman
(ii)	The Vice-Chancellor	Member
(iii)	The Registrar	Member
(iv)	Chief Finance & Account Officer	Member
	Secretary	
(v)	One Member of Governing Body	
	To be nominated by the Chancellor	Member
(vi)	One person to be nominated by	Member
	the Sponsoring Body	
2. The tenure of the members of the finance committee, other than ex officio members, shall be of three years.
3. The Finance Committee shall meet at least twice in each academic year.
4. Four member of the Finance Committee, including Chairman, shall constitute the quorum at the meetings provided that CFAO has to be amongst the present members.
5. The Finance Committee shall be control the all financial matter of the University as follows.
 - i. The Finance Committee executes powers under the rules mentioned in Statutes, Ordinance, and Regulations of University.
 - ii. The Finance Committee shall review the income and expenditure of the University in every financial year.
 - iii. The Finance Committee shall approve the annual Budget before starting of every financial year and modified and sanctioned as from time to time as per requisition of the different authorities or officers of the University after the approval of chancellor.
 - iv. To provide Direction for compliance of audit rules, annual accounts and annual reports provisions & inspection from time to time.

FUNCTIONS AND POWERS OF THE FINANCE COMMITTEE

6. The Finance Committee shall consider the annual accounts of the University suggested by the Board of Management and its recommendation thereon along with the annual budget, and shall put it to the Governing Body for its consideration and approval.

7. The Finance Committee may make its recommendations to the Governing Body to accept bequests and donation of property to University on such terms as it deems proper.
8. The Finance Committee may recommend mechanism, ways and means to generate resources for the University.
9. The Finance Committee may consider any other matter referred to it by the Governing Body and make its recommendations thereon.
10. The Finance committee shall advise the Governing Body on any question affecting University finances.
11. The Finance Committee shall be responsible for the compliance of Regulations relating to the maintenance of accounts of the income and expenditure of the University.

STATUTE-14

STANDING COMMITTEE

The Standing Committee of the University shall consist of following-

Vice chancellor: - Chairman

- I. Registrar - Member Secretary
- II. Chief Finance Account officer - Member
- III. Deans of all Faculties of the University - Member
- IV. Three senior Heads of Departments of the University by rotation (which will be for three years) - Member

The Vice-Chancellor may invite additional members to the standing committee as and when required. The meeting of the Committee shall be convened under the direction of the Vice-chancellor.

Function and Responsibilities of Standing Committee

- (1) The Registrar shall act as Secretary of the Standing Committee
- (2) Meeting of the Standing Committee shall be convened, as and when required under the directions of the Vice-Chancellor. One Half of the members of the Standing Committee and Chairman shall constitute the Quorum.
- (3) Notice of the meeting of the Standing Committee along with the agenda will be served to the members at least 3 days in advance of the meeting. However, an emergency meeting of the Standing Committee can be called by the Vice-Chancellor, as and when required, with one hour notice.
- (4) To monitor functioning of the university as per the Act; the Statues and the Ordinance from time to time.
- (5) To examine any matter referred to it by the Chancellor/ Vice-Chancellor and to make suitable recommendations. The recommendations of the standing committee shall be put up before the Board of Management

The decision taken by standing committee shall be approved by the Chancellor and the decision of standing committee duly approved by Chancellor shall be fully honored and binding to the Board of Management and Governing Body and all other bodies / Committee of the University.

STATUTE-15

FACULTY OF STUDIES

1. The University shall consist have the following faculties.
 - (i) Architecture & Planning
 - (ii) Arts, Humanities And Social Science (B.LIB. & M.LIB)
 - (iii) Commerce
 - (iv) Education and Physical Education and Special Education
 - (v) Engineering and Technology
 - (vi) Home Science
 - (vii) Law
 - (viii) Management Studies
 - (ix) Pharmacy
 - (x) Science
 - (xi) Agricultural Sciences
 - (xii) Nursing and Paramedical Studies
 - (xiii) Vocational Studies
 - (xiv) Medical Science
 - (xv) Journalism & Mass Media and Allied Subject .
 - (xvi) Library Science

Two or more faculty may be grouped together to make one faculty and / or new faculty may be constituted according to the need.

2. Departments of Studies

Following shall be the Departments of Studies assigned to each Faculty imparting Diploma graduate, post graduate and Ph.D. Programmers as decided by the Academic Council:

- (I) Faculty of Architecture and Planning :
 1. Department of Architecture and Planning
- (II) Faculty of Arts, Humanities and Social Science :
 1. Department of Arts and Fine Arts
 2. Department of Economics and Social Science
 3. Department of Language
 4. Library Science
- (III) Faculty of Commerce:
 1. Department of Commerce

(IV) Faculty of Education and Physical Education:

1. Department of Education
2. Department of Physical Education

(V) Faculty of Engineering and Technology:

1. Department of Agricultural Engineering
2. Department of Biotechnology
3. Department of Civil Engineering
4. Department of Computer Applications
5. Department of Computer Science and Engineerin
6. Department of Electrical Engineering
7. Departments of Electronics Engineering
8. Department of Information Technology
9. Department Of Mechanical Engineering

(VI) Faculty of Home Science:

1. Department of Home Science

(VII) Faculty of Law:

1. Department of Law

(VIII) Faculty of Management Studies:

1. Department of Management Studies

(IX) Faculty of Pharmacy:

1. Department of Pharmacy

(X) Faculty of Science:

1. Department of Chemistry
2. Department of Computer Science
3. Department of Electronics
4. Department of Mathematics
5. Department of Physics
6. Department of Biological Science
7. Department of Mass communication

(XI) Faculty of Agricultural Sciences:

1. Department of Agricultural Science

(XII) Faculty of Nursing and Paramedical Studies:

1. Department of Nursing
2. Department of Paramedical

(XIII) Faculty of Vocational Studies:**1. Department of Vocational Studies****(XIV) Faculty of Medical Science****1. Department of Medical Science**

Some of the Departments may not offer some of the Programmers. Further, new Departments may be established after the approval of the Academic Council, and other relevant bodies of the University. The Department may offer any other programme after the due approval of the Academic Council.

The Curriculum of the Programme, Minimum teaching hours, Examination, evaluation Schemes, Passing Marks and award of divisions etc. shall be decided by the various competitive bodies of the University including that of Academic Council.

STATUTE-16

DEAN OF FACULTY

The Dean shall be the Head of a Faculty of Studies.

1. The Dean shall be appointed by the Vice – Chancellor in order of Seniority amongst the professor of the Various Departments of the Faculty. The tenure of the Dean shall be for a period of three years up to the date of superannuation, whichever is earlier. However, he may be considered for reappointment but shall not serve more than six (6) years in continuation.
2. If at any time, there is no professor in the department, the Vice – Chancellor may appoint Associate Professor / Assistant Professor as Dean for the Period of Absence of the Professor.
3. The Dean shall be the Chairman of the Faculty and shall be responsible for the compliance of the Statutes, the Ordinance and the Regulations relating to the Faculty.
4. The Dean shall be responsible for overall supervision and control of the faculty and the conduct of teaching, evaluation and research work in the Departments.
5. The Dean shall exercise such other powers and perform such other function and duties as may be assigned to him by the Vice-Chancellor.
6. Professor *or* Associate Professor shall have the option to resign the Deanship at any time during his tenure and also decline the offer of appointment in turn as Dean of the Faculty.
7. When the office of the Dean is vacant or when the dean is by any reason of illness or any of cause is unable to perform his/her duties the Vice Chancellor may authorize any other teacher to perform the functions of the Dean during such period.

STATUTE-17**CONSTITUTION OF FACULTIES**

The Faculty shall be the principal coordinating and administrative body amongst the departments of the Faculty and shall be constituted for each Faculty separately.

a. Each Faculty shall consist of the following members, namely:

1. The Dean of the Faculty who shall be the Chairman
2. The Heads of Departments constituting the Faculty.
3. All Professors in the Faculty.
4. One Associate Professor and one Assistant Professor, by rotation according to Seniority from each Department

b. The Members of the Faculty, other than the ex-officio members, shall hold the office for a term of three years from the date of their appointment or co-option, as the case may be or as specified otherwise.

POWER OF FACULTIES

- (1) The Faculty shall have such power and shall perform such duties as given in the Ordinances and shall, from time to time, appoint such and so many Boards of Studies in different branches of studies as may be prescribed by the Ordinances.
- (2) The Faculty shall also consider and make such recommendations to the Academic Council on any question pertaining to their respective spheres of work as may appear to them or on any other matter referred to them by the Academic Council.
- (3) The Dean may call a joint meeting of the Board of Studies and Faculty to resolve the matter of academic and administrative nature.

STATUTE-18

BOARD OF STUDIES

The Board of studies shall be the principal academic body of the Faculty and therefore, shall be constituted for each Faculty. It shall be a statutory body of the Faculty and shall consider all the academic matters of the Faculty and make the appropriate recommendations to the Academic Council for its considerations and approval. Further, it shall have the control and general supervision and be responsible for the maintenance of academic standards inclusive of examinations in the departments of the concerned faculty.

(a) Formation of the Board of Studies:

The Dean of the Faculty shall be the Chairperson of the Board of Studies and shall have the following as members, namely:

- (i) All the Heads of the teaching departments which constitute the Faculty ;
- (ii) All the Professors and the Associate professors assigned to the Faculty;
- (iii) One Professor from other Faculty as a nominee of the Vice- Chancellor ;
- (iv) Two experts co-opted by the Board of Studies who possess special attainments in particular fields of study and are not employees of the University.

The members of the Board of Studies, other than the ex-officio members, shall hold the office for a term of three years from the date of their appointment or co-option, as the case may be or as specified otherwise.

(b) Meeting and Quorum:

(I) As a routine, the Board of Studies shall normally meet once a year on the dates as fixed by the Dean of the Faculty. However, the Dean may call a special meeting of the Board of Studies if required, by serving at least three days clear notice for the same.

(II) The agenda and proceedings of each meeting of the Board of Studies shall be prepared by the Dean of the Faculty and shall be sent to each member of the Board with a copy to the Vice- Chancellor for information and necessary action.

(III) One third members of the Board of Studies shall form the quorum for a meeting.

(C) Powers and Functions

Subject to the relevant provisions of the Act, the Statutes and the Ordinances the Board of Studies shall consider all the academic matters of the faculty and recommend to the Academic Council for approval. Powers and Functions include the following:

(i) To exercise general supervision over the academic policies of the Faculty and to give directions regarding methods of instruction, evaluation, research and the improvement in the academic standards.

(ii) To recommend to the Academic Council regarding the courses of studies and curricula for each examination after considering the recommendations of the Department Councils.

(iii) To recommend to the Academic Council the combination and sub-division of the Departments or the Faculties, if required.

(iv) To Consider and make RECOMMENDATIONS TO THE Academic Council on the matters of general academic interest either on its own initiative or on the directives received from the planning and Development Board or the Board of Management.

(v) To frame such regulations as are consistent with the Statutes and the Ordinances regarding the academic functioning of the Faculty, including discipline, admissions, award of fellowships and studentships, fee and other academic requirement concerning the Faculty.

(vi) To take measures for Quality Education and Accreditation of the Departments of Studies.

(d) The Dean may call a joint meeting of the Board of Studies and Faculty to resolve the matter of academic and administrative nature.

STATUTE-19

EXAMINATION COMMITTEE

- (1) The Examination and result committee of each department shall consist of the following Members:
- (i) Dean of Faculty by Rotation - Chairman
 - (ii) Head of the Department - Member
 - (iii) Two Senior most teachers of the Department (other than the head of the department) - Member
 - (iv) Controller of Examination - Member Secretary
- (2) Examination committee shall recommend to the Controller of Examination the names of Examination, Paper Setters, Moderator and Examiner of different subject. Vice Chancellor shall reserve the right to add or delete name of any person in the proposed list
- (3) Examination and result committee shall approve the results of the concerned department before declaration.
- (4) If the committee is not satisfied with the result, it may recommend suitable corrective measures to the Vice Chancellor and shall implement after due approval of the Vice Chancellor.

STATUTE-20

APPOINTMENT OF EXAMINERS

- (1) In this Statute:
- (i) "Internal Examiner" means:
 - (a) In Case of a theory paper an examiner including a paper setter who is a teacher in a University Teaching Department/School of Studies/Department of the University.
 - (b) In case of practical and viva-voce examination an examiner who is a teacher in the institution whose candidates are being examined at the examination center.
 - (ii) "External examiner" means an examiner other than "internal examiner" from outside the University /Institutions recognized by regulatory bodies..
 - (iii) "Co-examiner" means an examiner in a written paper other than the paper-setter
- (2) The office of the Registrar / Controller examination shall prepare for every subject an institution wise list of names of persons qualified for appointment as examiners. The list shall be in two parts, (i) the first part containing the names of persons working as teachers in the University Teaching Departments/ School of studies/ Department of the university and (ii) the second part containing names of the persons other than teachers of the other universities qualified for appointment as examiners, whose names shall be obtained by the Registrar's office on its own initiative or under the direction of the Chairman of the Board of Studies concerned.
- (3) The list shall contain, as far as possible, information relating to the persons included therein on the following" points, namely:--
- (i) The academic qualification and teaching experience at degree and post graduate levels,
 - (ii) The field of specialization
 - (iii) The examination of the University and years in which they have acted as examiners in the past.
- (4) The list so prepared shall be made available to the examination committee concerned constituted with names of persons appointed as examiners in the University during the two preceding years. The committee may add to the list the names and experience of persons qualified for appointments as examiners but not included therein.

- (5) The Registrar's/Controller of examination's office shall also give the Examination committee the approximate number of candidates expected to appear at each examination and the list of centers of each practical viva-Voce Examination together with estimated number of-Candidates there in.
- (6) The Examination committee shall, in the light of the provision of the following paragraph, Recommend:-
- (i) A panel of three names for the appointment of the paper setter for each written paper.
 - (ii) A list of name of persons of appointment as co-examiners where necessary, the number of names including in the list being at least fifty percent in excess of the number to the appointment
 - (iii) A list of names of persons for appointment as examiners in each practical viva- voce examination, the number of names included in the list being sufficient *for* the conduct Of Practical viva-voce examination at different centers.
- (7) The Vice- Chancellor shall appoint paper setter, co examiners, practical Viva.-voce Examiners ordinarily from amongst persons recommended by the examination Committee. He may, however, appoint a person whose name is not included in the list of names recommended by the Examination Committee, if he is satisfied that the person in question possesses the minimum required qualification.
- (8) The other terms and conditions for the appointment of examiners shall be as per decision of Board of Management on the recommendation of Board of Examination.
- (i) The qualification of the paper setter and Co-examiners shall be as per the norms laid down by the related regulatory bodies viz; UGC, MCI, DCI, SCI, NCJ, PCI, etc

STATUTE-21

DEANSTUDENT WELFARE

1. The first Dean Student Welfare (DSW) officer of the University may be appointed by the chancellor for a period of two years.
2. The subsequent Dean Student welfare shall be appointed for a term of three years by the Board of Management on the recommendation of Vice-Chancellor.
3. The Dean student Affairs shall be a full time salaried officer.
4. The Qualification, salary and mode of appointment shall be prescribed by the Board of Management of the University.
5. The Dean Student welfare affairs shall be governed by the service rules prescribed by the University for the employees of the university.
6. The Dean Student Welfare officer shall be adviser of the University Student's Association and the Head of the Information Bureau and Employment Bureau of the university.
7. The Dean Student Welfare shall if required by the Board of Management and Academic Council be present at any meeting of the authority as directed from time to time.
8. Subject to the control of Vice Chancellor and Board of Management, the Dean Student Welfare officer shall, -
 - (i) Make arrangement to ensure suitable lodging and boarding facilities to the students, who desire to live in hostel.
 - (ii) Arrange for employment of student in accordance with plans approved by the Vice-chancellor and the Board of Management.
 - (iii) Assist the students in obtaining scholarship, by furnishing them the information in relation to these.
 - (iv) Communicate with the guardians of the students concerning the welfare of the students
 - (v) Perform such other duties as may be assigned to him for the time to time by the Vice Chancellor and the Board of management.

STATUTE-22

THE PROCTORIAL BOARD

1. There shall be a Proctorial Board to maintain the discipline amongst the students of the university. It shall consist of the following members
 - (i) A Professor nominated by Vice-Chancellor (Chairman)
 - (ii) The chief Proctor (Convener)
 - (iii) Dean Student Welfare
 - (iv) All Deans
 - (v) HOD(s) of the Concern department(s)
 - (vi) All Wardens of the Hostels
 - (vii) Two students nominated by the Vice- Chancellor from amongst the Student Council.
1. The Proctorial Board shall prepare a Code of Conduct to be followed by the students and shall place it before the board of Management for its approval.
2. Any violation of the Code of conduct or breach of any rule or regulation of the University by any students shall be treated as indiscipline and shall make the student liable for disciplinary action against him/her.
3. The Chief Proctor and Proctors shall be appointed by the Vice Chancellor from amongst the teacher of the University. The number of Proctors shall be determined by the Vice-chancellor depending upon the enrollment of the students in the University,
4. The Chief Proctors so appointed by the Vice Chancellor for a period not exceeding three years. Provided that Vice Chancellor may remove Chief Proctor or the Proctor before the completion of his/her tenure if he/ she fails to discharge the duties well or if his/her activities are prejudicial to the interest of the University
5. The Power and duties of Chief Proctor:
 - (i) The Chief Proctor shall get a Proctorial form filled, by students and keep it for the record in his/her office.
 - (ii) He/she will issue identity Card to each students under his/her seal and signature
 - (iii) He/she shall be authorized by the university for issue rail and air travel concession orders to the bonafide students of the university
 - (iv) He/she will place the matter brought to his/her notice before the Proctorial Board on being approved by the Vice Chancellor.

STATUTE-23**STUDENTS COUNCIL**

- (1) The students' council will mainly function as a forum for getting feedback on the students' issues and their welfare.
- (2) The Vice-Chancellor shall constitute the Students' Council, one student from each Department/Faculty who shall be a regular student of the university and had secured first position in order of merit in the preceding Examination.
- (3) The Vice-Chancellor can also decide to involve other categories of students in the Students' Council depending upon the need of students' participation for the benefit of the University. Schedule cast and Schedule tribes and girls students will be given adequate representation in the students' Council.

STATUTE-24

APPOINTMENT OF TEACHERS OF THE UNIVERSITY

- (1) For the teaching staff in the University namely the Professors, Associate Professor, and Assistant Professor, the Board of Management may recommend to the Governing Body for filling up the vacancies occurring in different Teaching department of the University.
- (2) The Governing Body shall assess the recommendations of the Board of Management and approve filling up of teaching vacancies through an open advertisement and selection process from time to time.
- (3) The post of teaching staff (Professor, Associate Professor and Assistant Professor) shall be advertised in the national daily News Papers which have wider circulation clearly mentioning the essential qualifications and pay scale for each advertised post as per norms prescribed by the University Grant Commission (UGC) or any other Regulatory Body, if the suitable candidate is not available than university will select them for teaching which is having all the suitable qualification and those have already qualified at suitable in the merit list inviting list of the guest faculty selected by the state government Higher Education Department as per the norms.
- (4) There shall be a Screening Committee consisting of three members, appointed by the Vice-Chancellor and shall screen all the applications and prepare a summary of all the candidates fulfilling the essential qualifications and to be called for the interview. Also a list of candidates rejected and not to be summoned for the interview shall be made separately giving reasons for their rejection.
- (5) Summary of all the screened applications shall be made available to the Selection committee.
- (6) The Selection committee shall consist of the following members:
 - (i) The Vice-Chancellor (Chairman)
 - (ii) One observer not connected with the University in any manner, to be nominated by the Chairman, Madhya Pradesh Private University Regulatory Commission. (Member)
 - (iii) Three subject expert nominated by the Vice-Chancellor after the approval of the Chancellor (Member)
 - (iv) Dean of concerned Faculty (Member)
 - (v) Head of the Department (Member)The Selection Committee shall recommend to the Governing Body the names, arranged in order of merit, if any, of the persons who it considers suitable for the appointment. Provided that no recommendation shall be made unless at least two subject experts and the Observer under clause (6) mentioned above, are present in the meeting of Selection committee.

- (7) After the Selection committee's recommendation and approval by Governing Body, appointment letters will issued by the Registrar to the selected candidates.
- (8) In addition to full-time teachers, the Board of Management / Vice Chancellor may also decide to engage teachers for a fixed period, part time, contractual basis. The terms and conditions (such as honorarium, TA DA, conveyance charges etc) of such persons will be decided by the Chancellor of the University from time to time
- (9) Teachers already working (appointed by the sponsoring Body / institute)
- (i) Teachers (Professor/Associate Professor /Assistant Professor) who are already working and who have been are appointed on regular basis, following due procedure in the same institute/college, before its notification as university, shall be examined by the screening committee constituted as per the provision of section(6)of this statute.
- (ii) After examining each case, as per the norms/qualification laid down by the University Grant Commission/ AICTE / MCI / PCI /any other relevant Regulatory body the committee as (1) above, shall comply with the conditions mentioned in 7(1) of this statute, and submit its recommendation to the Chancellor.
- (iii) The teachers found suitable for appointment in the university Teaching Department, as screened above may be absorbed as the regular teachers of the university after approval of Governing Body.
- (10) (i) For the Purpose of official work, the seniority of various categories of teachers shall be maintained by the University in accordance with length of continuous service in a cadre.
- (ii) It shall be the duty of the Registrar to prepare and maintain in respect of different categories and update seniority lists in accordance with procedure laid down in the clauses hereafter appearing provided that if:
- (a) If the length of service of two or more teachers in any cadre calculated in accordance with paragraph 2 above is equal, their seniority interest shall be determined in accordance with the length of continuous service in the cadre immediately below, if any
- (b) If after applying the foregoing provision to the extent possible, the seniority of two or more teachers is equal, their seniority shall be determined in accordance with seniority in age.
- (11) The retirement age of a teacher shall be as per Regulatory Bodies, UGC/AICTE/PCI etc. norms and no one shall withhold official position after retirement. However, they can continue for teaching purpose.

STATUTE-25

CATEGORIES OF THE NON-TEACHING EMPLOYEES

- (1) The following types of non-teaching employees will be appointed by the University
 - (i) Permanent employees
 - (ii) Contractual employees
 - (iii) Casual employees
 - (iv) Casual workers from outsourcing
- (2) Permanent employee means an employee who is appointed against a clear vacancy. The probationary period for such employees will be of two years.
- (3) Contractual employee means an employee who is appointed on contract basis for a Specified period.
- (4) Casual Employee means an employee who is employed on the basis of the work.
- (5) The terms of services conditions of all the above types of employees and their Arbitration procedures shall be as prescribed by the Regulations of the University.

STATUTE-26

OTHER OFFICERS OF THE UNIVERSITY

The following shall be the other Officers of the University:

(I) LIBRARIAN

1. The Librarian will be a full time salaried officer of the University, and his appointment will be made following the procedure as decided by Board of Management.
2. His qualifications pay and allowances shall be decided by the governing body of the university based on the guidelines of UGC/state government
3. The powers and responsibilities of the Librarian shall be as decided by the Board of Management of the University.
4. The librarian shall discharge his duties under general superintendence and control of the Chancellor/Vice-Chancellor/Registrar.
5. The Librarian shall be responsible for the smooth conduction of all the procedure of the library including the purchase of text books, journals/e-journals, magazines and news paper as well proper up keeping and maintenance of them, to maintain the proper discipline in the library ,
6. To prepare and issue the library card to all students and faculty members/staff, to maintain the proper record of the revenue collected from the students as the fine imposed because of late submission of books to the library and recovery amount taken by the students in case books/journals/magazines had been destroyed/lost/wholly/partly damaged at the end of student/users.
7. To do the stock verification after a certain period of interval regularly and submission of its report, to prepare the proposal for purchasing of the books/journals
8. To enhance and strengthen the quality and richness of library. To prepare the readers ledger account, proper issue register of books and maintenance of effective cataloging of each book/journal along with its proper endorsement of their accession number.

The appointment of the librarian shall be made by the chancellor on the recommendation of the committee constituted for this purpose. The committee shall consist of:

- a. Vice- Chancellor(Chairman)
- b. Nominee of the Chancellor,
- c. Two Nominee of the Sponsoring body,

- d. One expert member approved by the Chancellor.
1. The university shall follow the following procedure for the selection of the Librarian:
 - a. The university shall invite application for the post, through the process of an advertisement in the University website/job portals and News papers.
 - b. A summary of the candidates applied for the post shall be prepared by the committee consisting of three senior staff members of the University, approved by the Chancellor for this purpose.
 - c. The selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to Chancellor for approval and appointment.
 - d. If a suitable candidate is not found in the first advertisement, subsequent advertisement shall issued.
 2. When the office of the librarian falls vacant or when the librarian is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor may appoint for the purpose.
 3. If at any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, for the following reasons:
 - a. Has made default in performing any duty imposed on him by or under this Act; or
 - b. Has acted in a manner prejudicial to the interest of the University; or
 - c. Has found to involve in any type of financial irregularity, corruption, sexual harassment or deliberating harm the image of the University; or
 - d. Is incapable of managing the affairs of library/the University,And if it appears to the Chancellor that the situation so warrants that continuance of the Librarian is not in the interest of the University, the Chancellor may instruct to vice-Chancellor/Registrar to issue the show cause notice to the Librarian to explain the matter, and thereafter if the authorities are not satisfied with the explanation submitted by the Librarian then Vice-Chancellor /registrar may request to the Chancellor for the removal of the Librarian. The Chancellor's decision shall be final in the matter.
Provided that before taking such action of the removal, the Librarian shall be given an opportunity of being heard before the Chancellor.
 4. The age of retirement of Librarian shall be Sixty five years/ as per the state Government/UGC Norms.
 5. The Librarian may by writing under his hand addressed to the Chancellor, through the Vice-Chancellor resign his office at least one month prior notice or by depositing the one month salary.

STATUTE-27

PROVISION REGARDING FEE TO BE CHARGED FROM THE STUDENTS

(1) All the courses in the university shall be run on self finance mode. The following type of fees may be charged from the students:

- I. Prospectus/ Registration form fee
- II. Entrance Examination Fee (if Applicable)
- III. Admission fee (Where applicable)
- IV. Tuition fee for the course
- V. Identity Card fee
- IV. Examination fee
- V. Library Card fee
- VI. Library fee
- VII. Development/amalgamated fund
- VIII. Laboratory fee
- IX. Sports and Game Fee
- X. Activities Fee
- XI. Cultural/Annual Function Fee
- XII. Caution money
- XIII. Hostel Fee & Mess Charge (if Applicable)
- XIV. Transportation Fee (Where applicable)
- XV. Security Fee
- XVI. Industry visit/Excursion Fee
- XVII. Training/ Augmentation/Placement Fee
- XVIII. Subsidies Fee
 - a. For various competitions, Quizzes and Group Discussions
 - b. For participation in Seminar/ Workshops/ conferences/ exhibition/fare
- XIX. Convocation Fee.
- XX. Alumni Membership Fee
- XXI. Internet fee

The University may introduce other heads of fees as per requirement of course from time to time

- (2) In addition, fee for duplicate mark sheets, revaluation, issue of degree, Migration and such other examination or result fee may be charged from the students, as prescribed by the ordinance.
- (3) The components of fee may vary from course to course and shall be decided by the Board of Management for each course.
- (5) The fee structure of various courses and provision of exemption from tuition fee will be decided by the Board of Management from time to time and will be made available to the student along with the prospectus for the session.
- (6) The tuition fees for the various courses will be described in their respective Ordinances and / or regulations.
- (7) However in future the various other courses/programmes shall also be run and offered with the aid of various funding agencies like World Bank, Central Government, State Government, NGO's etc. as well as in tie-up/Collaborations with other Universities/Academic and Research Organization throughout the World.
- (8) Exception of various relevant regulatory bodies will be bonded of time to time.
- (9) All fee subject to approval of the regulatory Body as defined in 2(f) and (u) of the act 2007

STATUTE-28

Administration of Endowment Funds for the Award of Fellowships, Scholarships, Medals and Prizes in the University

1. The Board of Management may accept donations from any person, body, institution and NGO for the creation of an endowment for the award of fellowships, scholarships, studentships, exhibitions, bursaries, medals and other awards of a recurring nature.
2. Each endowment shall be secured by investment decided by the Board of Management in fixed deposits in a scheduled bank.
3. The Board of Management shall be the administrator of all endowments.
4. The award shall be made out of the income accruing from the endowment. Any part of the income which is not so utilized shall be added to the endowment
5. The Board of Management shall prescribe the conditions of depositing the endowment in a nationalized Bank
6. The value of endowment necessary for instituting an award shall be prescribed by the Board of Management
7. The Academic council shall prescribe the condition of award after consulting the donor and effect shall be given to his/her wishes as far as possible
8. In case of each endowment accepted by the Board of Management the Board of Management shall make a regulation giving the name of donor, the name, initial value and purpose of the endowment.
9. Approval of awardees of fellowships, scholarships, freeship in tuition fee, medals and prizes as per the specific regulation(s)/ordinance(s) belonging to the specific endowment will be given by the Board of Management.

STATUTE-29

CONVOCATION

1. A Convocation for the award of the Degrees, Diploma and other Distinction of the University shall normally be held annually in the main campus of the University or at such other place as may be approved by the Governing Body
2. The Academic Council shall frame Regulation, relating to the format of the Degree, Diploma Documents, Certificate and Citations, their text, issuance of these documents in absentia, duplicate degree and procedure for holding Convection
3. The Visitor and in his absence the chancellor shall preside over the, convocation function of the University. In the absence of both, the Vice Chancellor shall preside over the convocation function.

STATUTE-30

CONFERMENT OF HONORARY DEGREES AND ACADEMIC DISTINCTIONS

1. Proposal for conferment of an Honorary Degree or Academic Distinction shall be made in writing through the Department of any faculty and member and Head of the Department/Institute will forward it through Dean of Faculty to the Vice Chancellor.

- (i) On receipt of the proposal the Vice-Chancellor, on being satisfied that the proposal is in conformity with the provision of the Act, shall summon special meeting of the Board of Management to consider the proposal.
- (ii) At such special meeting of the Board of Management the Vice-Chancellor shall call upon the members to indicate their opinion on the proposal by a secret ballot. No speeches or comments shall be permitted on the proposal at such meeting.
- (iii) The Vice-Chancellor shall ascertain the proposal from scrutiny of the ballot papers, if the Vice-chancellor finds that the proposal has the requisite support of the members, he shall declare that the proposal is worth approving and shall send it for final approval of the Chancellor.
- (iv) Every proposal for conferment of an Honorary Degree or Academic Distinction shall be separately made and considered in respect of a proposed recipient.

2.

- (i) Any such proposal submitted for approval directly to Governing Body shall be decided by a secret ballot of the members of the Governing body present and voting at the meeting.
- (ii) No member of the Governing Body shall be permitted to discuss, comment or make any speech in respect of the proposal at such meeting.
- (iii) The Vice Chancellor shall scrutinize the ballot papers in respect of the proposal.
- (iv) On scrutiny, if the proposal is found to have the requisite support, the proposal shall be declared to be carried and in the absence of the requisite support, the proposal shall be declared to be dispersed with. However the Chancellor will have power to reject or approve any proposal without assigning any reason thereof.
- (v) The recommendation of the governing body will be presented to the Chancellor by the Vice-Chancellor. The Chancellor shall take the final decision on such matter.

STATUTE-31

ADMISSION OF STUDENTS

- (1) Admission process and intake to various courses shall be as approved the Governing Body. The number of seat in each course shall be in conformity of relevant Regulatory Body such as UGC/AICTE/PCI etc.
- (2) The University may conduct Its own entrance test for all the programs, if necessary, or may utilize the list of result of such examination/ test conducted by different State/ National/ Professional bodies, or based on qualifying examination . The selection would be made on merit basis.
- (3) The entire admission process shall be online and transparent and shall be controlled by a committee headed by Registrar. The formation of the committee will be done by the Registrar in consultation with Vice-Chancellor and approved by the board of management.
- (4) Policies and directives of central/State/Regulatory Body regarding admission including regulation of reservation for SC/ST/OBC/ students below poverty line family/ physically handicapped and other categories shall be applicable to the University.

STATUTE-32

ACTION AGAINST TEACHERS

1. If there is an allegation of misconduct against a teacher, the Vice Chancellor if necessary shall constitute a fact finding committee. Based on the basis of fact finding committee recommendations, may Institute an inquiry committee for the purpose.
2. Based on the inquiry committee report, the Vice Chancellor may decide course of action including suspension depending on the gravity of misconduct, however, for taking actions to the extent of termination of the teacher concerned, the Vice Chancellor shall report the matter to Governing Body whose decision will be final.
3. Any person aggrieved by the action mention in clause (1) may prefer an appeal against any action can be move to the Chancellor within 30 days from the date of receiving of the communication of such order and the Chancellor may refer the case back to the Governing Body with his comments to review the case

STATUTE-33

ACTION AGAINST NON-TEACHING EMPLOYEES

1. Where there is an allegation of misconduct against a non-teaching employee, the Registrar shall constitute a fact finding Committee and if necessary, based on the fact finding committee recommendations, may institute an inquiry committee for the purpose.
2. Based on the inquiry- committee report, the Registrar may decide course of action including suspension depending on the severity of the misconduct. However, for taking action to the extent of termination of non-teaching employee concerned; the Registrar shall report the matter to the Vice Chancellor whose decision shall be final.
3. Any appeal against any action can be made to the Chancellor within 10 days from the date of passing such order and the decision of Chancellor will be final.

STATUTE-34

RESIGNATION OF EMPLOYEES

Any resignation tendered by any employee shall be processed as per the statutes Regulations prescribed for the purpose.

STATUTE-35

ANNUAL REPORT AND THE BALANCE SHEET

- (1) The Annual Report of the University and the balance sheet along with Income and Expenditure accounts of the University, duly audited by the Chartered Accountant appointed by the University, and shall get the approval of the finance committee.
- (2) The Report shall be placed before the Governing Body for approval
- (3) A copy of the Annual Report and the annual accounts prepare under Sub-section (1) shall be presented to the Visitor and to, the Madhya Pradesh Private University Regulatory Commission after its approval by the Governing Body.

STATUTE-36

DEPARTMENTAL COUNCIL, COMPOSITION, FUNCTIONS AND ACTIONS

Each Department shall have a Departmental Council. The Departmental Council shall be a statutory authority.

a. **Composition**

The departmental Council shall comprise of all Professors, Associate Professor and Assistant Professors of the Department.

b. **Meetings**

The Head of the Department shall preside over the meetings of the Departmental Council and in his absence the senior most member of the department shall preside over the meetings.

The Departmental Council shall meet at least twice in a year and one-third of the total members of the council shall constitute the quorum.

c. **Duties and Functions**

The Departmental Council without prejudice to the powers conferred on other authorities shall consider the matters concerning to teaching and research work in the Department. The Function and duties of the council shall be as follows:

(vii) Shall constitute an equivalence committee in the beginning of the academic year, to consider the admission of the students of other Institutions/ Universities, who wish to take the admission in the second or higher years of the study of courses offered by the Departments. The members of the committee shall be as follows:

- a. The Head of the Department- Chairperson;
- b. Two senior most teachers of the Department;
- c. One nominee of the Dean of the Faculty.

- (i) The recommendations of the equivalence committee shall be placed for approval of the Dean and the Vice- Chancellor before such admissions.
- (ii) Shall recommend to the Board of Studies the courses and curriculum for its consideration
- (iii) Shall prepare and submit the recommendations to the Examination Committee, a panel of examiners for appointment as examiners by the University.
- (iv) Shall recommend the purchase of books and journals for the Central and Departmental Library.
- (v) Shall submit a list of names of experts for consideration of the Academic **VICE-CHANCELLOR**

to prepare a panel of experts as provided in the Statutes.

- (vi) Shall submit such proposal as it may deem fit for the development of teaching, opening of special papers, starting/ strengthening the Research Laboratories and for creation of new teaching positions in the Department to the Academic Council.
- (vii) The Departmental Council shall assign and arrange the resources and faculty to execute as per UGC/NBA/NAAC following guidelines:
1. Defining the Departmental Program Educational Objectives (PEOs), their monitoring and redefining after every 4 years.
 2. Defining the Departmental Program Outcomes (Pos) and their monitoring and redefining at regular intervals.
 3. Defining the Course Objectives at the beginning of a Course, and their monitoring and redefining after every 4 Years Monitoring Committees.
 4. Arranging Students counseling regularly and allotment of Faculty Counselors.
 5. Arranging departmental level Invocation and Induction Courses for Students.
 6. Arranging departmental level Induction Programs for New Faculty and Employees.
 7. Arranging yearly academic and administrative reports.
- (viii) Undertake necessary steps on recommendations of Departmental Research Committee set up as per UGC regulations related to Ph.D; Other PG courses after B.Tech. / B.E. / and after M.Sc. /M.A.,
- (ix) Prepare syllabi for Ph.D. course work as per the guidelines provided by the regulations of UGC regulatory bodies.
- (x) Shall consider and recommend the posting of teachers in the other Departments for teaching, to the Head of the Department.
- (xi) Shall appoint Departmental Internal Quality Audit Committee, and other Committees, and also the in-charges / coordinators to help the Head of the Department in implementing the decisions on all policy matters as provided above.

The decision of the Council will be by majority. In case of tie, the Presiding officer shall have the casting vote.

Where the Head of the Department finds difficulty in implementing the decisions of the Departmental Council, he shall refer the matter to the Vice- Chancellor with reasons, and the decision of the Vice - Chancellor shall be final.

STATUTE-37

THE PLANNING AND DEVELOPMENT BOARD

1. The Planning and Development Board shall consist of the Vice- Chancellor and not more than four members to be nominated by the Board of Management. The Vice – Chancellor shall be the Chairperson of the Board.
2. All the members of the planning Board, other than the Vice- Chancellor, shall hold office for a term of three years.
3. The Planning and Development Board shall formulate and recommend appropriate plans for the development and expansion of the University, and in addition, it shall have the right to advise the Board of Management and the Academic Council on any matter which it may deem necessary for the fulfillment of the objectives of the University
4. The Board may constitute such committees as may be necessary for planning and monitoring the programmes of the University.
5. The Planning Board shall meet at such intervals as it deems fit to expedite the execution of the duly approved plans. However, it shall be necessary to meet at least twice in a year.
6. The planning board will also consider the development off campus and other campus courses suggested by the board of studies.
7. The planning board may also consider the merging of the colleges other centre which are run by sponsoring body which are existing during the formation of the university into the university as per the provisions of the government and act.

STATUTE-38

**CREATION OF CENTERS, CELLS AND COMMITTEES FOR QUALITY
EDUCATION AND ACCREDITATION PROCESS**

The University, for imparting the quality Education and Accreditation shall create the following Boards, cells, Centers, Committees as per UGC/NAAC/ NBA Guidelines as and when required

1. Training, placement and Industrial Interactions Cell
2. Collaborations and MOUs Development Cell
3. Research and Innovations Development and Promotional Centre
4. Information Technology and Knowledge Management Centre
5. Values and Ethics Development Cell
6. NSS and Community Services Centre
7. Internal Quality Assurance Cell (IQAC)
8. Green Audit Committee
9. University Academic and Administrative Yearly Audit Committee
10. University Publication Centre (Academic Calendar, Monitoring, Journal, Web and E- Contents)
11. Gender Sensitizations Cell
12. Health Centre
13. Day care Centre
14. Staff Welfare Committee
15. Innovation and Entrepreneur Development Cell.

STATUTE-39

CREATION OF CHAIRS

(a) Establishment of the professional /Research Chairs for creating Focused Seats /Institution of Higher Learning

- (i) A chair may be established by the Government ,Public Sector Undertakings, Autonomous Organizations, Universities ,Trusts, Societies ,Memorable Committee or Similar organizations or an individual or a group of individual or a group of individuals for the advancement of the objectives of the university .
- (ii) The Organization of individual or group of individual intending to establish the chair may do so in the name of any person of eminence of national and /or international level in the field of Education ,Science, Social Science, Arts, Literature, Religion, Sports or any other field who has contributed to human progress and happiness.
- (iii) The establishment of the Chair and the name in which it is proposed to be established will require the approval of the Board of Management

(b). In advancement of the objective of the establishment of a Chair, The University.

- (i) Shall appoint a Professor in the appropriate discipline in the manner and term and condition laid in the M.O.U, approved while establishing the chair.
- (ii) Provided further that the appointment of the professor occupying the Chair would be on the basis of a contract for a period to be specified at the time of appointment ,but not exceeding three years in the first instance .
- (iii) May institute in the relevant areas of studies pertaining to the objectives of the establishment of the Chair, specified research fellowship, at the time of establishment of the chair.
- (iv) May establish and /or augment laboratory and library facilities depending upon the requirements of the research studies associated with the establishment of the chair .
- (v) May also engage supporting staff essentially required for realizing the objectives of the establishment of the Chair.
- (vi) May also engage Supporting staff essentially required for realizing the objectives of the establishment of the chair.

STATUTE-40**Terms and Conditions of Service and Code of Ethics for the Teacher and other Academic Staff of the University.**

- (a) All the employees of the University shall be governed by the services rules and the code of the conduct and ethics as specified by the Statutes, Ordinance and the Regulations .
- (b) Each Teacher when joining the University Services has also to sign a Code of Conduct and Ethics specified in the Regulation which includes the UGC regulation for the Code of Conduct and ethics for the University Teachers.

STATUTE-41**Naming of the Institutions, Buildings or Academic Blocks etc.**

- (a) The organization or individual intending to name a laboratory ,library ,Workshop or a computer centre etc. can propose the name of any person of eminence of national and / or international levels in the field of education, science , social science ,arts literature ,sports or any other field ,which in the opinion of the Board of the Management has contributed or may contribute to human progress and happiness.
- (b) The Value of the benefactions made shall however commensurate with the total worth of the Asset proposed to be named and shall not be below Rs 2.0 crore one time or as decided by the Board of Management .

STATUTE-42**Women's Grievance Cell**

The Women's Cell at MGU will assist all women in achieving their full potential in education, career and personal life through academic and intellectual growth, professional development and personal empowerment. It is being created to organize activities pertaining to women's issues originating from time to time in society and media and to involve women in the cell as active and alert participants. Objectives:

- Enhancing self-esteem and self-confidence of women students, faculty and staff in the college.
- To develop critical thinking ability of women.
- To foster decision-making ability and action through collective processes.
- To enable women to make informed choices in areas like education, employment and health.
- To enhance their participation on an equal footing in all areas.

The Women's Cell will consist of the following

1. Registrar
2. Senior Professor (Women)
3. HOD of the concerned Dept.
4. NGO nominated by Chancellor
5. Advocate nominated by Chancellor

The quorum for meeting wills 3 people. The cell shall meet at least twice in a year.

STATUTE-43
ANTI-RAGGING CELL

Ragging of students in any form is strictly prohibited within and outside the campus. An anti-ragging cell is constituted under the overall charge of the Registrar. Students are advised to report cases of ragging (either on the campus or hostel) to the Registrar or Dean, HODS or Hostel Warden. Anyone found guilty of ragging shall be liable for punishment in accordance with laws of the land.

Anti-Ragging Cell will consist of the following members

1. Registrar
2. Dean Student Welfare
3. HOD of the concerned Dept.
4. Hostel Warden
5. Local Police TI
6. NGO representative nominated by Chancellor / Vice-Chancellor
7. An Advocate nominated by Chancellor / Vice-Chancellor
8. A media Representative nominated by Chancellor / Vice-Chancellor
9. A student council member nominated by Vice-Chancellor

The Cell shall meet at least Twice in a year and 5 members present will be the quorum. They shall hear the complaint received from Anti-Ragging Squad and decide on the course of action as per the laws of the regulatory bodies. / Govt.

Anti-Ragging Squad

It will comprise of

1. Dean Student Welfare
2. HODS Two Depts. by rotation
3. Hostel Warden

The Anti-Ragging Squad will roam around the campus and keep vigilant , see that no ragging takes place and if there is any ragging they can investigate and report to Anti-Ragging Cell for further action. The squad will be very active during the admission time and throughout the year . They have to maintain a dairy of their rounds and submit the same to Anti-Ragging Cell for scrutiny.

STATUTE-44**National Academic Depository for Students**

The vision of National Academic Depository (NAD) is born out of an initiative to provide an online store house of all academic awards. National Academic Depository (NAD) is a 24X7 online store house of all academic awards viz. certificates, diplomas, degrees, mark-sheets etc. duly digitised and lodged by academic institutions / boards / eligibility assessment bodies. NAD not only ensures easy access to and retrieval of an academic award but also validates and guarantees its authenticity and safe storage.

The University will utilize the services of NAD for the benefit of its students.

All the academic records of the students of the university will be uploaded to NAD so that the student can utilize the same whenever he wants it.