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मध्यप्रदेश राजपत्र

प्राधिकार से प्रकाशित

क्रमांक 7]

भोपाल, शुक्रवार, दिनांक 13 फरवरी 2015—माघ 24, शक 1936

भाग ४

विषय-सूची

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|----------------------------|-------------------------------|----------------------------------|
| (क) (1) मध्यप्रदेश विधेयक, | (2) प्रवर समिति के प्रतिवेदन, | (3) संसद में पुरःस्थापित विधेयक. |
| (ख) (1) अध्यादेश, | (2) मध्यप्रदेश अधिनियम, | (3) संसद् 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 9 फरवरी 2015

No. R-450-CC-2015-38.—WHEREAS pursuing the procedure specified in Section 28 of Madhya Pradesh Niji Vishwavidyalaya (Sthapna avam Sanchalan) Adhiniyam, 2007 (No. 17 of 2007), the Sarvepalli Radhakrishnan University, Jatkhedi, Bhopal (M.P.) has made the following First Ordinance No. 01 to 62;

Now, THEREFORE, in pursuance of Section 35 (3) of the said Act the State Government, hereby publish the said First Ordinance in the official Gazette. The First Ordinance of the University shall come in to force from the date of notification.

First Ordinance No. 01 to 62

By order and in the name of Governor of Madhya Pradesh,
LALIT DAHIMA, Dy. Secy.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 1 of 2014

FACULTIES AND DEPARTMENTS OF SRK UNIVERSITY

The University shall have following faculties mentioned in column (1), Departments as mentioned in column (2) and name of courses / subject offered as mentioned in column (3)

Sr. No.	Faculty (1)	Department(2)	Name of the Course(s)/Subject Offered (3)
(1)	(2)	(3)	(4)
1	Faculty of Science	Department of Chemistry	Bachelor of Science / Master of Science/M. Phil / Ph. D. (Chemistry)
		Department of Mathematics	Bachelor of Science / Master of Science/ M. Phil / Ph. D. (Mathematics /Statistics)
		Department of Bio-Science	Bachelor of Science / Master of Science/M. Phil / Ph. D. <ul style="list-style-type: none"> • Bio-Science • Bio-Science • Bio-Technology • Microbiology • Environment Science & Limnology
		Department of Physics	Bachelor of Science / Master of Science /M. Phil / Ph. D. (Physics/Nuclear Physics/Electronics)
2	Faculty of Education	Department of Education	Diploma in Education / Bachelor of Education / Master of Education / M. Phil / Ph. D.
		Department of Physical Education	Bachelor of Physical Education / Master of Physical Education / M. Phil / Ph. D.
3	Faculty of Commerce	Department of Commerce	Bachelor of Commerce / Master of Commerce/ M. Phil / Ph. D.
4	Faculty of Management	Department of Management	Bachelor of Business Administration / Master Business Administration / Master of Applied Management / PGDBM// Ph. D.
		Department of Hotel Management	Bachelor of Hotel Management & Catering Technology/ Post Graduate Diploma DT & HM/Ph.D.
		Department of Chemical Engineering	BE / M. Tech / Integrated Post Graduated Program/ Ph. D.
5	Faculty of Engineering and Technology	Department of Computer Science Engineering & IT	BE / M. Tech / Integrated Post Graduated Program/ Ph. D. <ul style="list-style-type: none"> • Computer Science & Engineering • Information Technology
		Department of Electrical Engineering.	BE / M. Tech / Integrated Post Graduated Program/ Ph. D. <ul style="list-style-type: none"> • Electrical Engineering • Electrical & Electrinices Engineering

(1)	(2)	(3)	(4)
		Department of Electronics Engineering	BE / M. Tech / Integrated Post Graduated Program/ Ph. D. <ul style="list-style-type: none"> • Electronics & Instrumentation Engineering • Electronics & Communication Engineering • Bio-Medical Engineering
		Department of Mechanical Engineering	BE / M. Tech / Integrated Post Graduated Program/ Ph. D. <ul style="list-style-type: none"> • Mechanical Engineering • Aeronautical Engineering
		Department of Civil Engineering	BE / M. Tech / Integrated Post Graduated Program/ Ph. D. <ul style="list-style-type: none"> • Civil Engineering • Structural Engineering • CTM
6	Faculty of Computer Sciences & Application	Department of computer Application	Diploma in Computer Application/Bachelor Computer Application /Master of Computer Application / PGDCA/Ph. D.
7	Faculty of Arts	Department of Social Science	Bachelor of Arts/ Master of Arts /M. Phil / Ph. D. <ul style="list-style-type: none"> • Economics • Political Science • Social Work • Sociology • Psychology • History and culture • Military Science
		Department of Arts	Bachelor of Arts / Master of Arts /M. Phil / Ph. D. <ul style="list-style-type: none"> • English and Other European Languages • Hindi • Foreign Languages • Library Science • Journalism & Mass Communication • Economics • Political Science • Social Work • Sociology • Psychology • History and culture • Military Science
8	Faculty of Law	Department of Law	LLB / Integrated Five Year Law/M. Phil / Ph. D.
9	Faculty of Dental	Department of Dental	Bachelor of Dental Surgery / Master of Dental Surgery / Ph. D
10	Faculty of Medical Sciences	Department of Nursing	B. Sc (N)/M. Sc (N)/P .B. B. Sc(N) / GNM / Ph.D.

(1)	(2)	(3)	(4)
		Department of Medical	Bachelor Of Medicine and Bachelor Of Science (MBBS)
		Department of Para Medical	Diploma X-Ray (Technician / Radiographer) <ul style="list-style-type: none"> • Diploma ECG Technician • Diploma Laboratory Technician • Diploma in Dialysis Technician • BMLT • DMLT • PB Diploma in Ortho.& Rehabilitation (N) • PB Diploma in Neonatal Nursing • PB Diploma in Operation Room (N) • Optometry • Physiotherapy
11	Faculty of Ayush	Department of Ayurveda	Bachelor of Ayurvedic Medicine and Surgery(BAMS)/ MD (Ayurveda)/ Ph.D.
		Department of Homoeopathy	Bachelor Of Homeopathic Medicine and Surgery (BHMS)/ MD (Hom.)/ Ph.D.
12	Faculty of Pharmacy	Department of Pharmacy	D. Pharmacy /B. Pharmacy/M. Pharmacy/ Ph.D.
13	Faculty of Vocational studies.		Diploma / Certificate Courses
14	Faculty of Architecture & Planning.	Department of Architecture	B. Arch /M. Arch / Integrated Post Graduate Program / Ph.D.

Other Faculties and Department can be created as per the Decision of the Academic Council and after approval of the Governing Body of the University, subject to approval of the Regulatory Commission.

List of Vocational Certificate & Diploma Vocational Course

S. No.	Course	Duration	Eligibility for Candidates
(1)	(2)	(3)	(4)
Faculty of Science			
1	Diploma in Analytical Chemistry	1 Year	B.Sc
2	Diploma in Biotechnology	1 Year	12 th pass with Biology/Maths
3	Diploma in Computation Mathematics	1 Year	12 th pass with Maths
Faculty of Home Science			
1	Certificate in Cutting, Tailoring and Dress Making (CCTDM)	3 Months	10 th pass
2	Certificate in Fashion Designing	3 Months	10 th pass

(1)	(2)	(3)	(4)
3	Diploma in Interior Decoration Faculty of Education	1 year	12th pass
Faculty of Education			
1.	Certificate in Early Childhood and Education.	6 Months	10 th pass
2.	Diploma in Nursery (Primary) Teaching X Training (NTT)	1 Year	10 th pass
3.	Certificate in Primary Teaching (CPT)	6 Months	12 th pass
4.	Certificate in Primary Curriculum and Instruction (CPC)		12 th pass with Certificate in Primary Certificate in Primary Teaching (CPT) or Equivalent
Faculty of Commerce			
1	Diploma in Accounting & Auditing	1 Year	12 th pass with Commerce / Maths
2	Diploma in Banking	1 Year	12 th pass with Commerce / Maths
3	Diploma in Banking & Finance	1 Year	12 th pass with Commerce I Maths
4	Diploma in Export Procedure & Documentation	1 Year	12 th pass with Commerce
5-6	Diploma in Financial Accounting (DFA)	1 Year	12 th pass
	Diploma in Import-Export Management	1 Year	12 th pass
7	Diploma in Taxation	1 Year	12 th pass
Faculty of Management			
1.	Diploma in Hospitality Management	1 Year	10 th pass
2.	Diploma in Human Resource Management	1 Year	Graduate
3.	Diploma in Personal Secretaryship	1 Year	10 th pass
4.	Diploma in Retail Management	1 Year	12 th pass
5.	Diploma in Security Guards Management	1 Year	12 th pass
6.	Diploma in Entrepreneurship Development	1 Year	12 th pass
7.	Diploma in Statistical Quality Control	1 Year	12 th pass
Faculty of Engineering & Technology			
1	Diploma in Auto CAD	6 Months	Diploma in Engg./Graduate in any Subject
2	Diploma in Diesel Engine Repairing (DDER)	6 Months	10 th pass

(1)	(2)	(3)	(4)
3	Diploma in Electrical Technician (DET)	6 Months	12 th pass
4	Diploma in Electronic Equipment Maintenance-	6 Months	12 th pass
5	Diploma in Hi-Tech Welding Technology (DHWT)	6 Months	10 th pass
6	Diploma in Industrial Safety	6 Months	10 th pass
7	Diploma in Industrial Safety & ISO 14000 Series	1 Year	10 th pass
8	Diploma in Inverter & UPS Repairing	6 Months	10 th pass
9	Diploma in Mobile & Telephony	6 Months	10 th pass
10	Diploma in Mobile and Telephone Instruments and Repairing (DMTIR)	6 Months	10 th pass
11	Diploma in Motor & Transformer Winding	6 Months	10 th pass
12	Diploma in Radio and TV Technician (DRTT)	6 Months	12 th pass
13	Diploma in Refrigeration and Air-conditioning	6 Months	12 th pass
14	Diploma in Stenography (Hindi/English)	6 Months	10 th pass
15	Diploma in Stereo & CD Player Repairing	6 Months	12 th pass
Faculty of Computer Science & Application			
1.	Certificate in 'C' Programming	3 Months	10 th pass
2.	Certificate in Computer Application	3 Months	10 th pass
3.	Certificate in 'C++' Programming	3 Months	10 th pass
4.	Certificate in Client Server Technology (CCST).	3 Months	10 th pass
5.	Certificate in Computer Networking (CCN)	3 Months	10 th pass
6.	Certificate in Computer Hardware & Networking	3 Months	12 th pass
7.	Certificate in Computer Programming	3 Months	10 th pass
8.	Certificate in Computerized Fashion Designing (CCFD)	6 Months	10 th pass
9.	Certificate in Computerized Financial Accounting	3 Months	10 th pass
10.	Certificate in Desk Top Publishing (CDTP)	3 Months	10 th pass
11.	Certificate in DTP with Computerized Design.	3 Months	10 th pass
12.	Certificate in Java Programming (CJP)	3 Months	12 th pass

(1)	(2)	(3)	(4)
13.	Certificate in Laptop Repairing (CLR)	3 Months	12 th pass
14.	Certificate in Library Automation	3 Months	12 th pass
15.	Certificate in Ms Office (CMO)	3 Months	10 th pass
16.	Certificate in Multipurpose Computer Technician	3 Months	10 th pass
17.	Certificate in Multipurpose Electronics Technician	6 Months	10 th pass
18.	Certificate in Object Oriented Programming Language	3 Months	10 th pass
19.	Certificate in Office Automation & Internet.	3 Months	10 th pass
20.	Certificate in Software Testing	6 Months	12 th pass
21.	Certificate in Web Design, Animation & Advertisement.	6 Months	12 th pass
22.	Certificate in Word Processing (Hindi/ English).	6 Months	10 th pass
23.	Certificate in Web Designing	6 Months	10 th pass
24.	Diploma in Web Design	6 Months	10 th pass
25.	Certificate in Cloud Computing	6 Months	10 th pass
Faculty of Media Studies			
1.	Diploma in Television Video Production	1 Year	12 th pass
Faculty of Social Sciences			
1.	Certificate in Human Rights	6 Months	Graduate
Faculty of Humanities and Languages			
1.	Certificate in Communicative & Competitive Skills.	6 Months	12 th pass
2.	Certificate in Communicative English	6 Months	12 th pass
3.	Certificate in Spoken English	6 Months	12 th pass
Faculty of Agriculture			
1.	Certificate in Horticulture	6 Months	10 th pass
Faculty of Medical Science			
1.	Diploma in Physiotherapy (DPT)	1 Year	12 th pass
2.	Diploma in Public Health and Hygiene	1 Year	10 th pass
3.	Diploma in Yoga	1 Year	12 th pass

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 2 of 2014
ADMISSION OF STUDENTS

- (1) In this Ordinance, unless there is anything repugnant to 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 Bachelor's or Post Graduate Degree or Diploma or Certificate courses conferrable by this University.
- (b) "Equivalent Examination" means an examination, which has been conducted by:
- (i) Any recognized Board of Secondary Education, or
- (ii) Any Indian university incorporated by any law in force for the time being, and recognized by this University as equivalent to its corresponding examination.
- (iii) Any foreign University / Board examination that has been recognized by Association of Indian Universities as equivalent to 10+2 stage qualification or Bachelor degree Programme.

(2) A Student seeking admission to a Institute or University Teaching Department shall, on or before the date prescribed for submission of applications for admission by the Head of the Institution concerned will submit his/her application on the prescribed form to be obtained from the institution on payment of the prescribed fee.

(i) Provided that the reservation of seats and relaxation in percentage of minimum of marks wherever prescribed in respect of students belonging to Scheduled Castes, Scheduled Tribes and other categories shall be as decided by State Government from time to time.

(ii) Provided also that admission to courses related to Health Science shall be as per the applicable guidelines / instructions of Medical Council of India, Dental Council of India/India Nursing Council, Pharmacy Council of India & other regulatory bodies & Govt. of M.P., Directorate of Medical Educational (M.P.), AICTE & Directorate of Technical Education M.P.

(3) The list of admitted students in Medical & other related courses shall also be made available to MCI/DCI as well as to Director medical education department, govt. of M.P., the regulatory commission and AFRC within one week from the last date of admission.

(4) The University shall follow the normal admission process to all courses, specified as below:—

- (i) The University will issue the admission notification on the University's website, in newspapers, notice board of the University and in other publicity media before the commencement of new academic session.
- (ii) List of candidates provisionally selected shortlisted for admission / shortlisted will be displayed on the notice board of University and University's website. Also, the students will be informed individually regarding their admission.
- (iii) The candidates whose results of qualifying exams are awaited can also apply, and they will be admitted provisionally. Such candidates, however, must produce the previous year's mark sheet, school/college certificate as a proof of fulfilling required eligibility criteria before the due date, failing which; the provisional admission cannot be granted. The candidates 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 cancelled.

- (iv) If a candidate admitted provisionally under sub clause (iii) mentioned above fails has not obtained the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him/her will be cancelled.
 - (v) The application form may be rejected due to any of the following reasons:
 - a) The candidate does not fulfill the eligibility conditions.
 - b) The Candidate has been debarred on disciplinary grounds from any colleges/ University/ Institution
 - c) The prescribed fees is not paid.
 - d) The application form is not signed by the candidate and his/her parent/guardian, wherever required.
 - e) Required documents for admission are not enclosed.
 - (vi) Enrollment will be assigned to the student by the University after verification & submission of all required documents/fees.
 - (vii). Admission rules as framed by the University shall be applicable for all admissions from time to time and all the decisions shall be final.
 - (viii) A complete list of the students admitted in various courses will be submitted to the Regulatory Commission in soft / hard copies within 15 days of completion of admission.
- (5) Following Documents should be enclosed along with Admission form-
- (i) The School or Institution Leaving Certificate signed by the Head of the Institution last attended by the student
 - (ii) True copy of the Marksheet of marks showing that the applicant has passed the qualifying examination, and in the case of a student, who passed the examination as a private candidate, a certificate signed by two responsible persons certifying 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/she shall submit in addition to the School or Institution 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 as decided by the University.

(6) (i) No Student shall be admitted to an institute for pursuing a course of study for the initial year of the first Degree under any faculty unless he/she has passed the final examination held under the Madhya Pradesh Madhyamik Shikshan Adhiniyam, 1965 (23 Of 1965), (i.e. any recognized Board of Secondary Education) or an examination declared equivalent to such examination by the University or some other qualifying examination as may be prescribed from time to time. For admissions to Post-graduate courses, a candidate should fulfill minimum educational criterion decided by regulatory body from Institution/ University recognized by UGC.

- (iii) No student enrolled in the University shall be admitted to any subsequent higher class in any institution unless he/she has passed the examination qualifying him/her to appear for the examination for which he/she will be appearing.

Provided that a student who is eligible to appear at a Supplementary or second examination may be provisionally admitted, a subsequent higher class, but

He/she shall revert to the lower class, if he/she is not declared as successful in such examination.

- (iii) No student migrating from any other University shall be admitted to any class in an Institution unless he/she has passed the examination, which has been declared by the University as equivalent to the qualifying examination for a student of the University.
- (iv) Without prejudice to the provision contained in sub-clause (iii) above, no student migrating from any other University shall be admitted to any class in an institute without the prior permission of the Board of Management, either by any general or special direction. Such permission is mandatory.
- (v) An applicant for admission to a course leading to a Bachelor's Degree shall not be admitted unless he/she is prepared to appear in all the subjects prescribed for the particular degree examination.
- (vi) Students who were earlier pursuing education from other Institutions/ Universities and have left studies in between and now wishing to pursue studies, will be given admissions in same/ next class, subject to approval from Academic Council of the University and he / She should clear the subjects as per equivalency report of the University, provided there is scope of completing his/her Degree in prescribed time period. Such cases will be dealt as special cases & should complete their Degree in five years. This provision shall not be applicable to students who were expelled or rusticated from previous Institute on disciplinary ground or ragging issues.

(7) No student who has passed a part of any degree / Post-graduate examination from another University shall be admitted to subsequent higher class for such examination in any institute without the approval of the Vice-Chancellor.

(8) (i) Admission of students to various Institute will be done as per admission scheduled declared by the Vice-Chancellor. The Vice-Chancellor can make changes in the admission procedure.

- (ii) Candidates coming on transfer from other Universities due to the transfer of their Parents/ Guardians or any other genuine reason will be given admission beyond the last date for admission, subject to the provisions of 5(ii) & 5(iii).

(9) A complete list of all students admitted to the institutions/ departments shall be forwarded by the Head of the Institute to the Registrar of the University by the last date (or as per the last date cleared in the academic calendar of the University) with a Certificate that all admissions have been made as per University rules and that no exception has been made.

- (i) A student shall be enrolled as a member of an institute as soon as he/she is admitted by the Head of the Institution and has paid the prescribed fees.
- (ii) A student seeking admission to an Institution after the commencement of the Session shall be required to pay tuition fee from July of the year/ or as directed by Academic Council of the University.

(10) The Head of the Institute may permit a student to change his/her optional subject for a course with the approval of the Vice-Chancellor, within 30 days of start of the course.

(11) A student migrating from one Institute to another under the jurisdiction of the University shall not be required to pay such installments of tuition fees if he/she has already paid in the Institution from which he/she is migrating.

(12) A Student who is enrolled in the University may apply for a change, correction or alternation in one's own name or surname to the Registrar of the University along with prescribed fees, affidavit and required documents.

(13) (i) If a student is found guilty of breach of discipline or misconduct within or outside the premises of University or an Institute or persistent idleness or has been guilty of misconduct, the Head of the Institute at which such student is studying or the Vice-Chancellor / Registrar may according to the nature and gravity of the offence-

- (a) Suspend such a student from attending classes for not more than a week at a time, or
- (b) Expel such a student from the institution
- (c) Disqualify such a student from appearing at the next ensuing examination;

or

- (d) Rusticate such a student.
- (ii) Before inflicting any punishment as aforesaid, the Head of the Institution shall Give the student concerned an opportunity of personal hearing and records the reasons in writing for inflicting the punishment.
- (iii) The Head of the Institution concerned shall have power to suspend for such time as may be necessary a student temporarily from the institution pending inquiry into his conduct in connection with an alleged offence.
- (iv) 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.
- (v) The rustication of a student from an Institution shall entail the removal of his name from the register of enrolled student.

(14) Reservation to SC/ST/Other categories students shall be observed as per rules of Government of M.P. Guidelines from time to time. Concessions/Scholarship to SC/ST/ Other Category candidates shall be relaxation given as per Government of M.P. Guidelines from time to time and as decided by Board of Management of University.

(15) 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/Heads of the Institutions/ Departments. The decision of the Vice-Chancellor shall be final

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

ORDINANCE

No. 3 of 2014

REGISTRATION OF STUDENT AND THEIR ADMISSION TO THE COURSES OF STUDY AND TEACHING METHODOLOGY

(1) For registration / enrollment 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 and University fees. The registration form will be forwarded by the head of the Institute to the Registrar of the University.

(2) On receipt of the registration form at the University Institute the candidates will be allotted a temporary registration number.

(3) The registration application form will be subject to verification by the University and after due verification, the candidates will be given a permanent registration number.

(4) The application for admission of the student can be sent directly or through guidance centre or post or can be applied online. Any student from India or abroad seeking admission in the University can interact online with University. Mode of instruction of teaching of such student shall be decided by the Academic Council of the University.

(5) The Validity of the registration of student for different course will be as under-

S.No.	Name of Courses	Maximum Validity period (year)
(1)	(2)	(3)
1	Certificate and one year Diploma course	2
2	Two year Degree and Masters Degree course	4
3	Three Year Degree Course	6
4	Four year Degree Course	8
5	Integrated Post Graduate Course	10 & 12

(6) No person who has been convicted by a court of justice and is undergoing punishment or is under expulsion or rustication from another University shall be admitted to any course of study during the period for which the sentence is in operation.

(7) (i) A student who is registered with the University may apply for a change/Correction or alteration in one's own name or surname to the Registrar of the University with a fee as prescribed by University.

(ii) The Registrar, if he is satisfied with the reasonableness of the request, may pass order for change or correction of the name of the student.

(iii) The application for change or correction in the name shall be made through the Head of the Institution where the student is studying or will be supported by an affidavit and proof.

(iv) The fees deposited by the candidate are is non- refundable.

(8) Teaching Days- Each Institution enrolling students for the degree/ diploma course shall ensure that the numbers of actual teaching days are not less than 180 in an academic year (90 days in a semester)

(9) (a) Teaching methods of all the courses shall include one or more methods of teaching from -Class Room Teaching, Assignments, Viva Voce, Lab Work, Seminar, Project Work Summer Training, Field Work, Presentation, Group Discussion etc.

(b) For better support to the students in conjunction with the traditional approaches, modern approaches based on information and communication technologies for teaching /learning will be adopted. These may include online teaching - learning, material availability, Webcasting, Podcasting, Online chatting with teachers, Online Discussion forums etc.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

ORDINANCE

No. 04 of 2014

EXAMINATION IN GENERAL

PART — I

DEFINITIONS

(1) In this Ordinance and in all other Ordinance and Regulations laying down conditions for Appearing in an examination of the University for a Degree or a diploma, either generally or for a particular examination, unless the context otherwise requires.

- (i) **“REGULAR CANDIDATES”** means a person who follows a regular course of study in the University Teaching Department (UTD) or a University Institution and seeks admission to an examination of the University as such;
- (ii) **“EX-STUDENT CANDIDATE”** means a person who was admitted to an examination as regular candidate of this University and was not declared successful there at or was not able to appear in the examination though admission card was issued to him by the University and seeks admission again to the same examination;
- (iii) **“FAILED CANDIDATES”** means a student who could not get minimum marks to clear a subject or exam;
- (VI) **“ENROLLMENT”** means the period for which a candidate's registration is valid;

PART - I I

ADMISSION OF VARIOUS CATEGORIES OF STUDENTS TO UNIVERSITY EXAMINATION

(1) No candidate shall be permitted to appear in the University examination unless He/she is duly registered/ enrolled with the University & had paid all dues.

(2) Duly filled up examination forms of all the candidates with the complete examination fees shall be forwarded by the head of the institution so as to reach the designated center on or before the last date prescribed by the University. It will be the responsibility of the head of the institution to see that the candidate possesses minimum academic qualifications for appearing in the examination, has fulfilled attendance norms and is of good conduct.

(3) Registrar of the University or the Head of the institution can detain a student from appearing in an examination if he/she has not paid full dues of the University or does not return the Institution property and all the articles or if the conduct of the students has been unsatisfactory as recommended by the committee constituted for the inquiry between the time of submission of his/her application form to the Registrar for admission to the examination and the date of commencement of the examination.

(4) (i) 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 Department who will forward it to the designated center after verification.

(ii) An Ex-student shall offer the subjects or optional papers which he/she had previously offered as a regular student unless on account of a change in the scheme of examination the subject/ paper offered by him/her earlier cases to be a part of the scheme of the examination or syllabus for the examination and he/she is permitted by the University to offer a different subject or paper.

(iii) An Ex-student will be required to appear in the examination in accordance with: the syllabus specifying the scope of studies in different subjects in force in the University.

(5) Every Ex-student shall appear at the examination center at which the regular candidates from the institution in which he/she had prosecuted a regular course of study shall be appearing. Provided that the Registrar/ Head of Exam in action may, for sufficient reasons, require or allow a candidate to change his/her examination Center

(6) A regular candidate will submit his/ her application form with Prescribed examination fee to the Head of the Institution/ Head of the University Teaching Department or the School of Studies, who will forward the forms, so as to reach the Registrar on or before the last date prescribed for the purpose by the University authorities.

(7) For each application, the Head of the Institution /Head of the University Teaching Department or School of Studies shall certify that the candidate:-

- (i) Possesses the minimum qualification for appearing at the examination to which he seeks admission.
- (ii) He/she is of good conduct.

(8) The Head of the University Teaching Department or School of Studies or the Head of the Institution concerned shall send list of eligible candidates for examination, as per examination schedule declared by the University.

(9) No candidates shall be allowed to take the annual/term-end/semester examination unless he/she has:

- (i) Attended at least 75% of lectures/ Practical's delivered. However, the Vice Chancellor and other authorities can condone the attendance up to 15% on reasonable ground.
- (ii) Paid all the due fees and -
 - (a) Obtained "No Dues" Certificates from the concerned Department/College.
 - (b) Submitted the Project Report/ Job Internship Certificate as notified by the Director/ Head/ Principal.
 - (c) Received in-plant training as prescribed by the Principal /Head / Director.
 - (d)

(10) Admission of regular candidate to an examination of the University. No student shall Be admitted to an examination of the University as regular candidate unless he/ she: -

- (i) Has been enrolled as a student in the University Teaching Department or constituent School of Studies/ Colleges in accordance with the provisions of the Ordinance.
- (ii) Possesses the minimum academic qualification for admission to the examination To which he seeks admission and has prosecuted a regular course of study for that examination.
- (iii) A Regular candidate migrating from another University or Board of Secondary Education should submit his/her original migration certificate along with his/her enrolment application form on the scheduled date for enrolment of students and their admission to Course of Study together with the migration and immigration fees as prescribed by the University from time to time.
- (iv) The Controller Exam on the specific recommendation of the Principal/ Head of constituent Institution, and if he is satisfied that an admission card has been lost or destroyed, may grant a duplicate admission card on payment of fees as prescribed by the University.
- (v) Where a candidate offers an additional subject paper for an Examination in accordance with the provisions of the Ordinance relating to the examination, the minimum attendance requirement shall apply equally in case of such additional subject/paper.

(11) In computing the attendance for fulfillment of the condition regarding prosecution of a regular course of study: -

- (i) Attendance at lectures delivered and Practical's, if any, held during the academic session, and shall be counted.
- ii) Attendance at any lecture delivered or in practical held within fourteen days proceeding the first day of written examination which shall be treated as preparation leave, shall not be counted.

- (iii) Attendance at NCC/NSS Camp during the session shall be taken as full attendance at lectures/ Practical on the day of such camp and the day of journey to such camp.
- (iv) Participation as a member of a SRKU /College team in any Inter-University or Inter-Collegiate Competition shall be taken as full attendance on the days of such competition and the days of journey for participating in them.
- (v) For special reasons such as prolonged illness, deficiency in percentage of attendance not exceeding fifteen percent i.e. up to ten percent and a further five percent of the total number of lectures delivered and practical's held in each subject may be condoned by the Principal/HOD of constituent Institution and by the Vice Chancellor respectively.

Except as otherwise provided, a regular candidate for an examination shall on or before the last date notified by the University

- (i) Submit an application for an admission to the examination in the prescribed form duly affixing his/her latest passport size photograph at the appropriate place, through the Principal of the College/Head of the University Teaching Department or School of Studies indicating the subject / subjects in which he desires to present himself for the examination.
- (ii) Pay along with the application the fee prescribed for the examination concerned.
- (iii) Application submitted by regular candidate together with the examination fee shall be forwarded by the Principal of the College/Head of the University Teaching Department, School of Studies so as to reach the University on or before the last date prescribed for the purpose by the University.
- (iv) For each application, the Principal of the College/Head of the University Teaching Department or School of Studies shall certify that the candidate:
 - (a) Possesses the minimum academic qualification for appearing at the examination to which he/she seeks admission.
 - (b) Is of good conduct.
- (v) The Principal of a constituent College or the Head of University Teaching Department or School of Studies may detain a regular candidate from taking an examination if he does not pay outstanding College dues, or does not return the College property and all the articles and uniform issued to him for sports or NCC or does not pay the cost thereof in case of loss within 15 days preceding the examination or if the conduct of the student has been unsatisfactory between the time of submission his application form to the University for admission to the examination and the date of the commencement of the examination.

(13) Admission of an Ex-Student candidate to an examination of the University.

No ex-student candidate shall be admitted to an examination of the University unless he submits with his application for appearing in the examination: -

- (a) The statement of marks (in original) obtained by him in the said qualified examination issued by the University together with an attested copy thereof, or
- (b) In case he was duly admitted to the said examination as a regular candidate but could not appear thereat, a Certificate from the HOD/Principal of the constituent College, last attended by him showing the year, the roll number and the examination to which he was admitted as a regular candidate.

(14) An ex-student candidate for an exam shall:

- (i) Submit through the forwarding officer i.e. the HOD/ Principal of the College wherein he has pursued a regular course of study, an application for admission to the examination in the prescribed form on or before the last date notified by the SRK University and specify therein :-

- (a) Whether he is a entitled candidate for the examination.
- (b) The subject paper or subjects and or papers in which he desires to appear for the examination.
- (ii) Attach with his application for admission to the examination, his/her latest passport size photograph duly attested by the forwarding officer.
- (iii) Prescribed fee for the examination shall be paid through crossed bank draft drawn in favors of the Registrar of the University or in any other manner prescribed by the University.
- (iv) An Ex-student candidate shall offer the subjects/papers which he had previously offered as a regular candidate unless on account of a change in the scheme of examination the subjects/papers offered by him earlier ceases to be a part of the scheme of examination or syllabus of the examination and he is permitted by the University to offer instead a different subject or paper.

An ex-student candidate will be required to appear in the examination in accordance with the syllabus specifying the scope of studies in different subjects in force in the University.

15. Every ex-student candidate shall appear at the examination center at which the regular candidates from the college in which he has pursued a regular course of study shall be appearing.

PART – III GENERAL CONDITIONS:

- 16. (i) No Candidate shall appear in more than one degree examination or for the Master's degree in one and the same academic year.
- (ii) A candidate who has passed a part of the Bachelor's degree examination or a part of a Master's degree examination of another University may, on the recommendation of concerned Chairman, Board of Studies and Dean of the Faculty may be admitted with the permission of Vice Chancellor to the next higher examination of the University for the degree provided the course offered by the candidate at such other University is equivalent to the course of the University for the corresponding examination.
- (iii) No person who has been expelled or rusticated from any College or University or has been debarred in appearing at a University examination, shall not be admitted to any examination during the period for which the sentence is in operation.
- (iv) An application for admission to an examination received by the University after the last date notified by the University but not later than fifteen days after such last date. may be entertained on payment of a late fee prescribed by the University but not later than the fifteen days before the commencement of examination.
- (v) Notwithstanding anything contained in the Ordinances relating to admission of candidates to an examination of the University, the Vice Chancellor may, in special cases (such as diligence follows 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 late fee prescribed by the University even though the same is received after the expiry of the period of fifteen days mentioned in the forgoing paragraph.
- (17) The University shall issue an admission card in favor of a candidate, if: -
 - (i) The application of the candidate is complete in all respect and in order in accordance with the provisions applicable to him.
 - (ii) The candidate is eligible for admission to the examination, and the fees as prescribed have been paid by the candidate.

- (iii) Where the practical examination is held earlier than the examination in theory paper, a candidate shall not be deemed to have been admitted to the Examination until he is issued an admission card for appearing in the theory examination.
- (iv) The admission card issued in favour of a candidate to appear at an examination may be withdrawn if it is found that:-
 - (a) The admission card was issued or permission was given mistakenly or the candidate was not eligible to appear in the examination.
 - (b) Any of the particulars given or documents submitted by the candidate in or along with the application for enrollment admission to a college, Teaching Department or School of Studies or an examination is to be found false or incorrect.
- (v) In case if the applicant loses or destroys admission card by mistake, the Registrar may on the recommendation of HOD/ Principal/Superintendent Exams, grant permission to issue a Duplicate admission card on payment of fees prescribed by the University. Such card shall show in a prominent place the word "Duplicate".
- (18) A candidate shall not be allowed to enter in the Examination hall unless he produces the Admission Card before the Superintendent of the Examination Centre or the invigilator.
- (19) In the Examination Hall the candidate shall be under the disciplinary control of the Superintendent of the Center and shall obey his instructions.
 - (i) In the event of a candidate disobeying the instructions of the Superintendent or showing indiscipline conduct or insolent behavior towards the Superintendent or any invigilator, the, concerned candidate may be excluded from appearing that day examination, and if he persists in misbehavior he may be excluded from the rest of the examination by the Superintendent of the Center.
 - (ii) 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 Centre or in its precincts endangering the personal safety or either of them or acts in a manner prohibiting the authorities in the discharges of their duties, the Superintendent may expel the candidate from the Center and may take police help.
 - (iii) If a candidate, brings any dangerous weapon within the premises of the examination Centre he may be expelled from the Centre and/or handed over to the police by the Superintendent.
 - (iv) 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 note or from the answer of some other candidate or helping or receiving help from any other candidate or keeping with him in the examination hall any material connected with the examination or failure of an examinee to hand over his answer-book to Superintendent/ invigilator or taking away his own answer book or walks out of the examination hall, the Board of Management or the Committee appointed for the purpose by the Board of Management may cancel the examination of the candidate.

The Board of Management may cancel the examination of a candidate and/or debar him from appearing in 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 with his examination and/or was instrumental in or has abetted the tampering with the University records including the answer books, marks-sheet, result charts, degree, diplomas etc.

- (v) The Board of Management 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 has obtained admission to the examination by misrepresenting facts or by submitting false or forged certificate/documents.

- (20) (i) The examination fee of a candidate who dies before appearing at the examination may be refunded to his guardian or his successor.
- (ii) 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.
- (21) (i) A candidate whose result has been declared may apply to the Registrar for retotaling and Rechecking of any of his answer books in the prescribed form within 30 days of the 'declaration of his result. Provided that no candidate shall be allowed to have the answer books of more than two papers revalued. Provided also that, no revaluation shall be allowed in case of scripts of practical's, field work, sessional work, tests and thesis submitted in lieu of paper at the examination.
- (ii) Such application must be accompanied by fees as prescribed by the University.
- (iii) The result of the re-totalling / revaluation shall be communicated to the candidate.
- (22) A candidate who has passed any final degree examination may, after the declaration of his result and before the date of the next convocation apply to the Registrar for a Provisional Certificate of passing the examination of the University. Such application shall be accompanied by a fee as prescribed by the University.
- (23) A person who is under sentence of expulsion or rustication from a University Teaching Department School of Studies or college or from the University or is debarred from appearing at examination of the University for any period of time shall not be granted a Migration Certificate during the period for which the sentence is in operation.
- (24) Duplicate copies of the following certificates shall be granted on payment of the fee prescribed by the University, viz:-
- (i) Marks list
- (ii) Migration Certificate.
- (iii) Degree Certificate.

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 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.

- (25) The names of first ten successful candidates in each final examination who obtain first division shall be declared in order of merit, as per provisions of concerned ordinance.
- (26) The Vice Chancellor may award one grace mark in case the candidate is failing by one mark or missing a division by one mark where the deficiency is so condoned, one mark shall nowhere be added in grand total.

The scope of studies in different subjects for an examination shall. be as prescribed by the University from time to time and printed in the prospectus/syllabus for the examination concerned.

Part- IV Examination Fee:

The Examination fees for various courses under semester system examination pattern will be decided by the University from time to time. The Board of Management of the University can change any of the fees or conditions for the examination as and when the situation so warrants. The decision of Vice Chancellor will be final in all regards

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 5 of 2014
CONDUCT OF EXAMINATION

Part -1 General

- (1) All arrangements for the conduct of examination to be held by the University shall be made by the Examination Controller in accordance with such directions as may be issued by the Board of Management of the University.
- (2) The Examination Controller shall prepare and duly publish a programme for the conduct of examination specifying the date of each Examination and the last dates by which applications and fees for the examinations shall be submitted by the intending examinees.
 - (i) The Board of Management shall in consultation with the Head of the Institution appoint Superintendent and Assistant Superintendent, if any, for the examination center 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 book sent to him and shall render to the University office a complete account of used and unused question papers and answer sheets.
 - (iii) The Superintendent shall supervise the work of invigilator working under him and shall conduct the examination 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 Examination Controller 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 center as may be considered necessary, along with any other matter which he thinks fit to be brought to the notice of the University. He shall also be responsible for maintenance and submission of report to the CFAO of the University, of the account of advance money received and expenditure incurred in connection with the conduct of the examination.
- (iii) The Center Superintendent shall have the power to expel an examinee, from examination on subsequent 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 shows a seriously aggressive attitude towards an invigilator or a member of the staff entrusted with the examination work.
 - (c) If necessary, the Superintendent of Examination may get police assistance. Where a candidate is expelled from examination the Examination Controller should be informed immediately.
- (VI) Unless, otherwise directed, only teachers of Institutions, University Teaching Department, shall be appointed as invigilators by the Superintendent, provided that a teacher of the subject of the written examination at any session may not be an invigilator at such session of the examination.
- (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 for appearing at the examination. It shall be the duty of the Centre Superintendent to see that on each day on which a candidate appears in the examination his signature is obtained on the form and to make sure that it tallies with the one already on it.
- (4) The University may change the examination Centre of the examinees irrespective of Institution to which they belong anytime if it deems proper without assigning any reason thereof.

- (5) The Examination Controller 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 severe short sightedness or sudden illness, (must be sported by a certificated issued by a Medical Officer), provided that such an alternative person is possessing qualification of at least one class examination lower than the examinee concerned.
- (6) The University may from time to time appoint Supervisor or Flying squad to see that the conduct of the examination is strictly according to the rules and procedure laid down. In the event of the supervisor pointing out breach of rules or procedure, the Vice-Chancellor may take such action as may be necessary including postponement or cancellation, wholly or in part, of the examination at the Centre, and if any such action is taken, a report of the action taken shall be made to the Board of Management at its next meeting.
- (7) The Vice-Chancellor may cancel the examination if he is satisfied that there has been a leakage of question papers or any other irregularity which warrants such a step.
- (8) The Vice-Chancellor may issue such General Instructions for the guidance of the Examinee, Centre Superintendent, Tabulators, Collators, as he consider necessary for the proper discharge of their duties.
- (9) Subject to the provision of this Ordinance, the Board of Management may from time to time make, alter, or modify procedures about the conduct of Examination.
- (10) (i) The Results Committee for each faculty shall consist of the following members-

Dean of concerned Faculty	Chairman
Chairman of Concerned Board of Studies	Member
One faculty of concerned Department /Examination Controller	Member
- (ii) Two member shall form a quorum.
- (iii) The term of the Results Committee shall be one academic year.
- (iv) The function of the Results Committee shall be as follows:
 - (a) To scrutinize and declare 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 results is unbalanced.
 - (b) To scrutinize complaints against question papers and to take necessary action.
 - (c) To decide cases of candidates who answered wrong papers.
 - (d) To decide cases of candidates whose answer books were lost in transit
 - (e) To decide case of mistakes made. by the paper-setters, Moderators, Examiners, Invigilators, Superintendents of the Examination Centers, Tabulators, Collators, Co-coordinators and any other person concerned with the examinations whose cases are referred to the Committee.
 - (f) To exercise such other powers as the Board of Management may delegate to it from time to time.
- (11) The Vice Chancellor shall appoint Tabulators and Collators as necessary and he may issue general instructions for the guidance of tabulators in preparing the results of the examinations.
- (12) If a candidate has any communication to make on the subject of his/her examination paper, it shall be made in writing to the Examination Controller.
- (13) 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 Examination Controller who shall place the matter before the Board of Management.

- (14) Except as otherwise decided by the Board of Management, the examination answer books shall be destroyed or otherwise disposed of after three months from the date of declaration of the results.
- (15) The Registrar will publish the results of the University examinations as passed by the Results Committee on the notice board of the office of the University. The results, when published, shall simultaneously be communicated to the Head of Institutions of different faculties. If any cleared error or errors in the process of calculation of computerization is discovered in the results so declared, the Vice-Chancellor shall have the power to rectify the same, as soon as possible.
- (16) 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 commencement of examination.
- (17) Examinee desirous of leaving the examination hall temporarily shall be permitted to do so for a maximum period of five minutes.
- (18) 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 cancelled and sent to the Examination Controller by the Superintendent.
- (19) 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 sent to the examiner by the Registrar/Controller Examination by name, in a separate confidential sealed registered packet marked "Unfair Means" along with the observations of the Superintendent.
- (20) The material so collected from the examinee together with both the answer books, viz, the answer books, collected while using unfair means and the other supplied afterward, will be sent to the examiner by the Registrar/Controller examination for assessing both the answer books separately and to report if the examinee has actually used unfair means in view of the material collected.
- (21) 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.
- (22) (i) Where a candidate applies for revaluation, the answer book in which revaluation is sought will be sent for valuation by Controller of Examinations to Two Examiners (other than the One who initially valued it.)
 - (ii) The average of the nearest two of the three valuations (one initial and two revaluations) shall be taken as corrected marks.
 - (iii) If the revaluation marks deviate 20% more from the initial valuation, a fourth examiner shall be appointed by the Vice-Chancellor. In such cases the marks awarded by the fourth examiner shall be final.

- (23) The cases 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 Board of Management every year. The Committee shall consist of:
- One member of Board of Management, one of the Deans of Faculties, and one teacher, who is appointed in Academic Council nominated by the Board of Management
 - One student who in the academic session immediately preceding was a member of any Board of Study, nominated by the Vice-Chancellor.
 - The Board of Management shall appoint one of the members included under (a) to be the Chairman of the Committee.
 - The committee shall after examining the cases, decide the action to be taken in each and report to the Board of Management all cases of the use of unfair means together with the decision of the committee of each case.
- (24) The remuneration of the Examiners, Superintendents, Assistant superintendents, Invigilators, Tabulators, and Collators shall be decided by the Board of Management from time to time Deduction shall be made in remunerations for errors notice & rate of deduction will be decided by Board of Management.
- (25) All the records of examinations and results will be maintained by the university for three years from the date of results of the concerned examination.

Common For All Discipline Except Where Statutory Council as Separate Norms

Part-II SEMESTER SYSTEM OF EXAMINATION FOR 3 YEARS GRADUATE COURSES

(i.e. BA, B Sc, BBA, BCA, B Com, BHSc etc)

- The three year degree courses at undergraduate level, except those for which the university has separate ordinances, will run on semester system. The courses shall be divided in six semester covering three academic sessions.
- The provisions of this ordinance will be application to all the undergraduate courses being taught in School of Studies of SRK UNIVERSITY.
- Admission to these courses will be made either on merit (to be defined by the University / constituent College) in qualifying examination or in the written entrance test held for the purpose.
- The under graduate courses in semester system shall consists of:
 - Courses (Theory papers) as prescribed by the SRK UNIVERSITY
 - Such job internship / lab work / practical / projects etc. as prescribed by the SRK UNIVERSITY.
 - Such other types scheme of examination as prescribed by the SRK UNIVERSITY.
- Each student shall have to appear in the theory, practical (if applicable) and continuous comprehensive examination (CCE) / Internal assessment tests. The internal assessment of CCE will be held in a manner prescribed by the University/Central Board of Studies of concerned subjects from time to time.
 - Examination of odd semesters shall ordinarily be held in the month of November / December and that of even semesters in the month of May / June.

- 6 There shall be no supplementary or second examination in semester system of the course of study.
7. If a candidate fails in two subjects in any one semester examination but clears all the remaining subjects of the examination, candidate will be allowed to keep the term (ATKT) and promoted to the next semester. Student will be allowed to appear and pass the ATKT paper in next two successive examination on of the same semester, along with the regular semester examination, and if student fails to pass the ATKT paper or fails to appear in next two successive examinations of the same semester, he will not be allowed to appear in subsequent semester examination, however, students may be allowed to appear in all the papers as an ex-student in the next examination of the same semester.

Provided further, that if a candidate fails in more than two subjects in any' semester examination, she / he will not be allowed to appear in subsequent semester examination. However, she / he may be allowed to appear as an ex-student in the next examination of the same semester. In no case the candidate will be given more than two ATKT other than the main examination, to pass a semester.

Provided further that the candidate will be permitted to appear in 5th semester only when she /he clears all the subjects / papers and practical of 1st & 2nd Semester. No Division shall be awarded up to 5th Semester. Candidate will be awarded degree in the year in which she / he clears all the papers and practical of 5th semester. In such situation, mark-sheet for each semester will be issued separately up to 5th semester with the result Pass / A.T.K.T. Once the candidate clears all the subjects of 6th semester, composite mark-sheet will be issued in the 6th semester with Division.

Provided further that if a candidate fails in two subjects in 6th Semester, an exemption will be made to this and she / he be permitted to take one repeat attempt examination in that subject along with the regular examination of these papers conducted by the university in an immediately subsequent semester beyond the stipulated time, limit of five years.

8. Rules for ATKT system as amended by the Govt. from time to time shall be made applicable in the University, however it is herewith made clear that there shall not be separate examination for ATKT students but they shall be allowed to appear in the ATKT paper/subject with regular semester examination.
9. If a candidate fails or remain absent in practical / CCE / Project / Internship of any subject or subjects will be treated as ATKT in that subject.
10. The Division shall be awarded on the basis of total marks obtained in Internal Assessment / CCE , University Examination (Theory & Practical's both) and project work (if any) taken together at the end of sixth / final semester of examination.

75% and above	-	First Division with distinction with honors
60% or above	-	First Division
45% but less than 60%	-	Second Division
33% but less than 45%	-	Third Division

Provided the statutory bodies have prescribed different categorization regarding percentage requirements.

11. A candidate has to complete the entire course of under graduate degree within a maximum period of six/eight years respectively for three and four courses from the session of first admission in first semester of courses or as per ordinance of SRK UNIVERSITY for different course.

12. The V.C. Grace up to maximum of one mark will be given to pass in a paper in each semester and one mark for improvement in division in the final semester. However, in no case both the grace one for passing and other for division will be taken together as per ordinance of this university for grant of grace mark.
13. The matter of admission attendance, examination and all other matters not provided in this ordinance shall be governed by the provisions of the relevant ordinances of the SRK UNIVERSITY.
14. Notwithstanding anything contained in forgoing Para, shall be in contravention and in consistence with other examination ordinance or specific ordinance if any and stand independent.'
15. In case of any dispute / ambiguity in semester system of examination / course the Vice Chancellor decision shall be final.

Part -III SEMESTER SYSTEM OF EXAMINATION FOR POST-GRADUATE COURSES

1. The two year degree courses at postgraduate level, except those courses which have separate ordinances, shall be run on semester system. The courses shall be divided in four semesters covering two academic sessions. The first academic session will comprise of I and II Semester and second academic session III and IV semester.
2. The ordinance shall be applicable to all the post graduate courses taught in School of Studies of SRK UNIVERSITY.
3. The Courses (M.A., M.Sc., M.Com., M.H.Sc.) of study shall be governed by the provisions of these ordinances.
4. Admission of these courses will be made either on merit (to be defined by the university / constituent College) in qualifying examination or in the written entrance test held for the purpose as and when required.
5. The Post-graduate courses in semester system shall consist of:
 - (a) Such courses (Theory Papers) as prescribed by the University Board of Studies of different subject.
 - (b) Such job internship / lab work / practical / projects etc. as prescribed by the University Board of Studies of different subjects.
 - (c) Such scheme of examination as prescribed by the University Board of Studies of different subjects.
6. No candidate shall be allowed to take the Semester Examination unless he/she has:
 - (a) Attended at least 75% of lectures delivered and practical conducted in a particular semester. Deficiency in attendance can be relaxed as per Ordinance of University for this purpose.
 - (b) Paid all the dues including university course and examination fees before the last date of submission examination forms.
 - (c) Submitted the Job internship certificate/Project Report by the date notified by the Head/Principal of the college.
7. Each student shall have to appear in the theory, practical (if applicable) and continuous comprehensive examination (CCE) / Internal assessment tests. The internal assessment of CCE will be held in a manner prescribed by the university/Central Board of Studies of concern subjects from time to time.

8. There shall be no supplementary or second examination.
9. If a candidate fails in two papers in any one semester examination but clears all the remaining papers of that examination, candidate will be allowed to keep the term (ATKT) to pass the aforesaid paper and promoted to the next semester. Student will be allowed to pass the ATKT paper in next two successive examination' of the same semester, along with the regular semester examination, and if student fails to pass the ATKT paper or fails to appear in next two successive examination of the same semester, will not be allowed to appear in subsequent semester examination, however, students may be allowed in all the papers as an ex-student in the next examination of the same semester. Provided further, that if a candidate fails in more than two papers in any semester examination, he will not be allowed to appear in subsequent semester examination. However, students may be allowed to appear in all the papers as an ex-student in the next examination of the same semester. In no case the candidate shall be given more than two ATKT, other than main examination, to pass a semester.

Provided further that the candidate will be permitted to appear in fourth semester only when students clears all the subjects / papers and practical up of 3rd Semester no division shall be awarded up to 3rd Semester. Candidate will be awarded degree in the year in which she / he clears all the papers and practical of 4th semester.

Provided further that if a candidate fails in 4th Semester, an exception will be made to this and she / he be permitted to take one repeat attempt examination in paper along with the regular examination of that paper conducted by the university in an immediately subsequent semester beyond the stipulated time limit of three years.

Mark-sheet for each semester will be issued separately up to 3rd semester with the result Pass / ATKT. Once the candidate clears all the subjects of 4th semester, composite mark-sheet will be issued in the 4th semester with the mention of Division also.

If the candidate gets a favorable report on project but fails in the project viva-voce examination she / he will not be required to submit the project report again, but she / he will have to pass the viva-voce examination in next examination of same semester.

10. Rules for ATKT system as amended by the Govt. from time to time shall be made applicable in the University.
11. If a candidate fails or remain absent in practical / CCE / Project./ Internship of any subject or subjects will be treated as ATKT in that subject.
12. A candidate shall not be required to appear in the practical / CCE / Project / Internship if he has already cleared in the main examination.
13. The Division shall be awarded on the basis of total marks obtained in Internal Assessment / CCE , University Examination (both Theory & Practical's) and project work (if any) taken together at the end of sixth / final semester of examination.

75% and above	-	First Division with Honors
60% or above	-	First Division
48% but less than 60%	-	Second Division
36% but less than 48%	-	Third Division

14. A candidate has to complete the entire course of Post graduate degree within a maximum period of four years from the session of first admission.
15. Vice Chancellor Grace of maximum one mark will be given to pass in a. paper in each semester (this will not accumulate) and one mark for improvement in division in the final semester.

The matter of admission attendance, examination and all other matters not provided in this ordinance shall be governed y the provisions of the relevant ordinances of the university.

Part -IV Exam Regulations for Engineering/Technology Courses

(Rules for passing, Condonation, Gracing and award of Class)

(1) There will be one University Examination at the end of each semester.

(2) These examinations will be designated as follows:

S. No.	Duration	No of Semester
1	Two year Courses	4
2	Three Years Courses	6
3	Four Year Courses	8
4	Five and Half Year Courses	11
5	Six and Half Year Courses	13

(2.1) The semester examination will generally be held in Nov-Dec. and May-June in each year.

(2.2) There will be full examination at the end of each semester consisting of theory and practical.

(3) PROMOTION TO HIGHER SEMESTER AND YEAR

A candidate who has been admitted in the Engineering course will be promoted to the higher class in accordance with the following rules:

3.1 (a) A candidate who has taken admission in A-B Group and has appeared in the examination of odd semester of a particular year, will automatically be promoted to even semester of that year irrespective of failing in any number of subjects of previous semester.

(b) A candidate who has taken admission in even semester under B-A Group and has appeared in the examination of even semester will automatically be promoted to next applicable odd semester irrespective of failing in any number of subjects of previous semester.

Note: The candidate who seeks admission in odd semester of an academic year is said to be in A-B group, while, a candidate who seeks admission in even semester of an academic year is said to be in B-A group. i.e. a Candidate of A-B Group will take admission generally in July; whereas, candidate of B-A Group will take admission generally in January in the relevant academic year.

3.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0.

3.3 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts of the subject. For practical examinations one external examiner from outside the institute shall be appointed.

3.4 A candidate who fails to score minimum of grade D in more than five subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher class.

- 3.5 Further, a candidate shall not be admitted in the fifth or higher semester classes unless he/she has fully passed the first year examination with minimum of CGPA of 5.0. Likewise a candidate shall not be admitted in seventh or higher semester classes unless he/she has fully passed first and second year examinations with minimum CGPA of 5.0.
- 3.6 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per the requirement of rule 2.4 and 2.5 above, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three theory /practical subjects, in the ensuing examination (theory and practical of a subject shall be treated as separate subjects.)
- 3.7 Other than the provision of rule 2.6 above, a candidate shall not be permitted to reappear in that examination, for improvement of division/marks or for any other purpose.

(4) AWARD OF CREDITS AND GRADES

- 4.1 Each course, along with its weight age in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the standing committee of Academic Council and the Board of Management. Only approved courses can be offered during any semester.
- 4.2 A student shall be continuously evaluated for his / her academic performance in a subject through tutorial work, practical, home assignment, mid-semester test, field work, seminars, quizzes, end semester examinations and regularity, as proposed by respective Board of Studies and approved by standing committee of Academic council and Board of Management of the University.
- 4.3 The distribution of weight age /marks for each component shall be decided by the respective of Board of Studies and approved by standing committee of Academic Council and Board of Management of the university subject to such stipulation as given under:

(a) Theory

I.	Quizzes, assignments and regularity -	10%
II.	Mid - semester test -	20%
III.	End - semester examination-	70%
	Total	100%

(b) Practical

i.	Lab work, performance, quizzes, Assignments and regularity -	40%
it.	End - semester examination-	60%
	Total	100%

- 4.4 Practical training and project work shall be treated as practical subjects.
- 4.5 In each semester, the institute will be required to conduct at least two mid semester tests for theory block.
- 4.6 Each student, registered. for a course, shall be awarded grade by the concerned faculty / faculties for the specific subject/paper. The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test and regularity. The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	Grade Point & % Marks range (based on absolutemarks system)	Description of Performance
A+	10(91-100)	Outstanding
A	9(81-90)	excellent
B+	8(71-80)	Very good
B	7(61-70)	Good
C+	6(51-60)	Average
C	5(41-50)	Satisfactory
C	5(50 only)	Satisfactory (for M.Pharma)
C	5(46-50)	Satisfactory (for B.Arch)
D	4(40 only)	Marginal (for PG Courses except M. Pharma)
D	4(31-40)	Marginal (For UG & Diploma Courses)
D	4.5(45 only)	Marginal (for B. Arch)
F	0	Fail
I	0	Incomplete
W	0	Withdrawal

4.7 The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average Point (CGPA) shall be calculated as under :

$$SGPA = \frac{\sum_{i=1}^n c_i p_i}{\sum_{i=1}^n c_i}$$

Where c_i is the number of credits offered in the i th subject of a semester for which SGPA is to be calculated, p_i is the corresponding grade point earned in the i th subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

Here, NC_j is the number of total credits offered in the j th semester, SG_j is the SGPA earned in the j th semester, where $j = 1, 2, \dots, m$, are the number of semesters in that course.

4.8 The grade sheet at the end of each even semester examination for students of A-B group (odd semester, for students of B-A group) shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA, equivalent percentage marks and. the division awarded, according to the rule as given in para 5.0 of this ordinance.

- 4.9 A candidate appearing in seventh semester after eighth semester (B-A group) will not be issued any Grade Sheet or Provisional Certificate after eighth semester until he has passed all the semesters.

(5) CONDONATION OF DEFICIENCY

- 5.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).
- 5.2 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, on behalf of the Vice Chancellor in the B.E. examination. This benefit will not, however, be available to a candidate getting advantage under clause 4.1.

(6) AWARD OF DIVISION

- 6.1 Division shall be awarded only after the eighth (Seventh semester for candidates of B-A group) and final semester examination based on integrated performance of the candidate for all the four years as per following details:

CGPA Score	Divisions
$7.5 \leq \text{CGPA} < 8.0$	First division with Honors
$6.5 \leq \text{CGPA} < 7.5$	First division
$5.0 \leq \text{CGPA} < 6.5$	Second division

6.2 The conversion from Grade to an equivalent percentage in a given academic program Shall be according to the following formula applicable:

$$\text{Percentage marks scored} = (\text{CGPA Obtained} \times 100) / 10$$

(7) Class tests & submission of marks:

- Normally two class tests shall be conducted for a subject as prescribed. The average of two tests shall be taken for computing marks obtained out of maximum marks prescribed for a class test.
- If a candidate appears for only one test & remains absent for the other test, his test marks shall be calculated on the basis of rule above considering the marks of the test in which he remains absent as zero.
- In case a candidate remains absent for both the tests, zero marks shall be communicated to the Board & he shall not be shown absent in the Mark sheet.
- The aggregate of test marks in each subject shall be converted into total marks for the sessional head as per the teaching & examination scheme of the prescribed course.

Note: No request made by any candidate for holding any retest for reasons of his being absent due to any reason shall be entertained.

(8) Standard of Passing

To pass an examination a candidate must obtain minimum of passing marks separately in each theory paper, practical, oral and term work and any other head of passing as mentioned in Teaching and Examination Scheme of the course. While deciding minimum marks required for passing, fraction of a mark shall be omitted. The theory, practical, oral and term work shall be separate heads of passing.

(9) Rules of ATKT for Admission to Next Higher Semester/ Year

A candidate-passing minimum 2/3 rd of total number of subjects prescribed for an examination shall be allowed to keep term for next higher semester/ year.

A candidate with ATKT shall be eligible for admission to the next higher semester/year as shown in table given below:

Table for deciding ATKT Status

Total number of Subject	Minimum number of subject required to pass	Maximum number of failure subjects allowed for availing benefit of ATKT
1	1	0
2	2	0
3	2	1
4	3	1
5	4	1
6	4	2
7	5	2
8	6	2
9	6	3
10	7	3
11	8	3
12	8	4
13	9	4
14	10	4
15	10	5

*Subject head without passing requirement shall not be considered as a subject for this purpose

(10) Award of Class

(A) There shall be four grades for award of class at an examination.

- First Class with Distinction (I DST)

A candidate shall be declared to have passed the examination in First class with Distinction, if he obtains 75% or more of the total marks.

- First Class (I)

A candidate shall be declared to have passed the examination in First class, if he obtains 65% or more but less than 75% of the total marks.

- Second Class (II)

A candidate shall be declared to have passed the examination in Second class, if he obtains 45% or more but less than 65% of the total marks.

- Pass Class (Pass)

A candidate shall be declared to have passed the examination in Pass class, if he obtains marks less than 45% of the total marks but greater than the minimum percentage for passing, or he has availed exemptions as per Automatic exemptions:

A candidate, whose overall result is "Fail / ATILT / FT", shall earn automatic exemption at the subsequent examination, in the subject or passing heads in which he has passed.

A candidate shall be declared to have passed the examination leading to award of Diploma in first class with distinction if he secures 75% or more marks at the final year.

- Gracing

(a) Grace Marks for Subject Passing:

A candidate shall be given maximum 1 OR 2 as grace marks as the case may be, for maximum marks below 75, or maximum 1, 2 or 3 as grace marks as the case may be, for maximum marks 75 or above, to remove the deficiency in securing minimum passing marks in case the subject consists of theory or theory plus test examination. Benefit of gracing shall be given on aggregate marks of theory subject required for passing.

Benefit of gracing shall not be given twice in a subject.

A candidate who fails to pass an examination by not more than 10 marks in aggregate in not more than two heads, theory and /or practical including oral covering not more than two subjects, such deficiency in marks, would be condoned provided the candidate has secured at least 50% marks.

(b) Grace Marks for Awarding Class

(c) If a candidate falls short of maximum 1/2 % of the aggregate marks assigned to examination to obtain 75% marks (i.e. First Class with Distinction) or 60% marks (i.e. First Class) or 45% marks (i.e. Second Class), such deficiency shall be made up by adding Maximum 1/2 % of the aggregate marks assigned to the examinations to the total marks obtained by the candidate in an examinations. While adding maximum 1/2 % of the aggregate marks fraction of a mark shall be rounded to the next full number and added in the total.

(d) Carrying Forward Marks of Ex-Candidates for Exemptions:

In case of ex-candidates the marks obtained in different heads of passing in the previous examination of the same course, in which he has claimed exemption, shall be carried forward for deciding his total marks. Such candidates shall be eligible for award of class on par with other successful candidates. Marks obtained in class tests will also be similarly carried over to the subsequent examination.

(e) Result of a Candidate Appearing Simultaneously For Two Examinations The result of final examinations of a candidate who is required to appear for both the final and lower year examinations and fails or fails to appear for the lower year examinations but passes the final year examination shall be declared only after he passes the last but lower year examination. The marks secured by the candidate shall be declared on Institute copy of result sheet with WFLY result in

result column. The Principal should inform the marks of final year to the candidate who is eligible to apply for verification and/or to fill up examination form for improvement of marks wherever applicable. However, if such a candidate has failed in the final year examination he shall be so informed.

The A.T.K.T./ supplementary examination shall be as decided by Board of Management of the University

(f) Improvement of Performance:

A candidate who has passed the final year examination leading to award of Degree, at his option, shall be permitted to reappear at the same examination to enable him to improve his performance within a period of one year. For this purpose, candidate will have to obtain permission from the Board of management prior to submission of examination form, which shall be accepted as per schedule declared by the Board of management. However, this facility shall not be available in case the Board of management has discontinued the question papers of the related scheme. This provision shall not be applicable to Post Degree courses.

The Candidate so permitted shall:

- (i) Forfeit the Degree awarded earlier, certificate of marks, original latest leaving certificate and other documents he is entitled to for having passed the final year examination for which he opts to reappear and improve his performance.
- (ii) Be entitled to reappear as an ex-candidate of same Institute where he was previously studying and his previous marks other than the theory subjects shall be carried forward.
- (iii) Be required to reappear in all the theory subjects of final year examination, at any one of next two consecutive examination, Sac, candidate shall be permitted to avail only one chance to improve his class performance in either of two immediate consecutive examinations.
- 11 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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE

No. 6 of 2014

AWARD OF FELLOWSHIPS, SCHOLARSHIPS, STIPENDS, MEDALS AND PRIZES

The University shall give awards with a view to augmenting academic interest and activities among the students. The fellowship, scholarship, medals and stipends will be awarded every year on the basis of results of annual examinations, subjects to the provisions here in.

- (1) The University shall invite the applications through an advertisement in the newspapers
For the awards to be made, in the month and time to be fixed by the Board of Management.
- (2) All award of Research, Scholarships, Fellowship and other scholarships shall be made on the recommendation of the Academic Council by the Board of Management.

- (3) The duration and value of the Scholarships instituted by the University will have the following conditions:-
- (i) The fellow/ scholar will do whole time research work under an approved guide on a subjects approved by the University:
 - (ii) The fellow/ scholar shall not accept or hold any appointment paid or otherwise or receive any emoluments, salary etc. from any other source during the tenure of the award nor shall he engage himself in any profession or trade during the period. He may, however, undertake teaching assignments of not more than ten hours a week in the institution, where he is working without accepting any remuneration.
 - (iii) The leave conditions for the fellow/ scholar will be decided by the Board of Management of the University.
 - (iv) The scholar shall not join any other course or appear in any examination after commencing work under the scholarships.
 - (v) Provided that on the recommendation of the guide the Vice-Chancellor may permit the scholar to join any other course and appear in an examination therefor.
 - (vi) Provided further that exemption could be provided for those also who wish to appear in an examination or a subject relevant to the problem of research without supplicating for a degree.
 - (vii) Unless permitted by the guide to work for a specified period at some other place, the scholar shall be required to attend the institution, where he is to work, on all working days.
 - (viii) If any information submitted by the 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.
 - (ix) If at any time it should appear to the University that the progress or conduct of the scholar has not been satisfactory, the scholarship/fellowships may be suspended or withdrawn.
 - (x) The scholar/ Fellow shall be required to pay the fees prescribed by the University.
 - (4) If two or more candidates are eligible for the award of Scholarship, the scholarship shall be divided equally between the candidates concerned.
 - (5) The scholarship shall be tenable from the 1st of July if the scholarship holder joins the institution within one month of date of opening of the session after the summer vacation and paid the tuition fee from the commencement of the session. In any other case, it shall be tenable from the date on which the candidate joins the institution.
 - (6) A scholarship holder shall not combine any other course of study with the course for which the award is made.
 - (7) The payment of Scholarship shall be made only, on receipt of scholar's receipted bills duly countersigned by the Head of the Institutions where he studies. No scholarship shall be drawn for a month unless the scholarship holder has attended the institution regularly in that month.
 - (8) The withdrawal of scholarship shall be done in accordance with the procedure that may' be laid down by the University.
 - (9) A scholarship shall be cancelled in the Final Year if the Scholarship holder fails to secure at least 60% marks in the previous examination of the concerned Master's Degree of Arts, Science, Life Science and Commerce 65% marks Management in Engineering.

- (10) If scholarship holder is unable to appear at the previous examination on account of sickness or any other reasonable cause, the scholarship for the month of March and April shall be paid only if the Head of the Institution certify 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 to 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.
- (11) A scholarship holder shall at all times be of good behavior and observe all rules of discipline.
- (12) A scholarship shall be liable to termination 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 option of the Board of Management guilty of a breach 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 by the Board of Management shall be final.
- (13) University Gold & Silver medals shall be awarded only on the basis of the results at annual examinations or extracurricular activity participant for representing University.
- (14) University shall institute medals and prizes through endowment and donations received from individuals and trusts as may be approved by the Board of Management from time to time.
- (15) Any dispute arising out of the provisions of this Ordinance or any of the matters requiring an interpretation on decision shall be referred to the following committee. The Committee will send its recommendation to Chancellor for approval. Chancellor has power to approve or reject the recommendation of Committee.
 - (i) The Vice Chancellor Chairman
 - (ii) One Nominated Member of Board of Management.
 - (iii) One Nominated Member of Chancellor.
- (16) 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.

**SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE**

No. 7 of 2014

DISCIPLINARY ACTION AGAINST THE STUDENTS

- (1) 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 institutions of which he/she is a student and of the University.

- (2) (i) When a student has been guilty of breach of discipline within or outside the premises of University or an Institution, or persistent idleness or has been guilty of misconduct, the Head of the Institution at which such student is studying should inform the Vice-Chancellor/ Registrar. The Vice Chancellor, depending upon the nature of gravity of the offence student may -
- (a) Suspend such a student from attending classes for not more than a week at a time, or
 - (b) Expel such a student from his institution;
 - (c) Disqualify such a student from appearing at the next ensuing examination; or
 - (d) Rusticate such a student.

Before inflicting any punishment as aforesaid, the Head of the Institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.

- (ii) The Head of the institution concerned shall have power to suspend for such time as may be necessary a student temporarily from the institution pending inquiry into his conduct in connection with an alleged offence.
 - (iii) 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 he is found innocent.
 - (iv) The rustication of a student from an Institution shall entail the removal of his name from the register of enrolled student.
- (3) All students pursuing a course of studies at the University Teaching Departments shall observe a code of conduct as may be laid down by the Board of Management and also abide by all rule and regulations of the University framed and notified from time to time.
- (4) Any violation of the code of conduct or breach of any rule or regulation of the university by any student shall constitute an act of indiscipline and shall make him liable for disciplinary action against him.
- (5) The following acts, in particular, shall constitutes acts of gross indiscipline and any student indulging in any of them shall render himself liable for disciplinary action against him:-
- (i) Disobeying the teacher or misbehaving in the class;
 - (ii) Quarrelling or fighting in any University building or in the campus among them;
 - (iii) Quarrelling or fighting with a University employee or any employee of the University canteen, mess or any other public utility functioning in the campus;
 - (iv) Satirizing or writing or slogans or any material, making of skeletons or figures on any wall or portions of any building within the campus which is not authorized by the university administration.
 - (v) Behaving in the University campus or outside in a manner which is indecent or which is meant to annoy or hurt the teachers, officers or employees of the University.
 - (vi) Any other act which the discipline committee may determine and Vice-Chancellor may accept as an act of gross indiscipline.
 - (vii) However, all cases of indiscipline within hostel premises shall be dealt by the warden concerned. To deal with such incidents the warden shall have all the powers prescribed for the proctor in this ordinance,

- (6) There shall be a Proctorial Board consisting of a Proctor and such number of joint proctor as the Board of Management may decide from time to time.

- (7) The Proctor and Joint Proctor shall be appointed by Vice-Chancellor from amongst the teachers of the University ordinarily for a period not exceeding two years at a time.

Power and duties of Proctor

- (8) The Proctor shall take action in all matters which are referred to him for disciplinary action by any responsible person or constituted authority of the University, he may also take action in matters which come to his knowledge and which in his opinion call for disciplinary action.

- (9) The Proctor may delegate any of his powers to Joint Proctor. In the absence of Proctor the senior most Joint Proctor shall act as Proctor and shall have all such Powers to Proctor.

- (10) In the opinion of Proctor, the act of indiscipline requiring action if it is not of a serious nature, he may hold a summary inquiry and shall have powers to impose the penalties.

- (11) If in the opinion of Proctor, the breach of discipline is of a serious nature he may refer the case for investigation to the Proctorial Board, Proctor and Joint proctor or any two Joint Proctor shall constitute the quorum for sittings of such investigation.

- (12) There shall be a Discipline Committee consisting of the following

- (i) Proctor -Convener
- (ii) Dean, Student Welfare
- (iii) Professor in charge of Student Union
- (i) Joint Proctors
- (ii) Warden of the Hostels & Joint Wardens
- (iii) President of Student Society (if any)
- (iv) Two other students nominated by Vice-Chancellor.
- (v) One of the Joint Proctor will be nominated by the Proctor as Secretary of the Discipline Committee.

- (13) The Discipline Committee shall ordinarily convene meeting once in each academic year and it shall review general situation regarding discipline in the university and make suggestions in this regard. Any specific cases of indiscipline may also be referred to the Discipline committee for giving its opinion regarding the action to be taken.

- (14) All punishment awarded to the students shall be recorded in a register to be maintained by the Proctor. The Register shall be permanent record of the university and shall contain such details as may be prescribed and approved by Board of Management.

- (15) Certificate regarding Character and Conduct of student of the University Teaching Departments may be issued to him by the Proctor. However, in the case of a student who has been awarded punishment three or more times by the Proctor himself or on the recommendation of the Proctor, the fact that he was so penalized shall be mentioned in the certificates of character and conduct to be issued by the Proctor. The Certificates of Character and Conduct issued by the Proctor shall be the only valid Certificates of the University in that regard.

- (16) If the Proctor finds that in any incident of disturbance or breach of peace, certain persons who are not in the rolls of the University are involved or are likely to be involved he may send recommendation to the Vice-Chancellor that the University campus be declared out of bounds for such persons. If the recommendation is accepted by the Vice-Chancellor a notification shall be sent to the District Magistrate and the other administrative authorities as the Vice-Chancellor may deem fit. So the notification issued under this paragraph in force entry into the campus of person/ debarred from entering the campus shall be an act of criminal trespass and shall be dealt with accordingly.

- (17) 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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL ORDINANCE

No. 8 of 2014

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 of University.
- (2) The actual freight/postal/courier/other expenses incurred by the examiner will be paid by the University.
- (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. 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 of the Schools. The decision of the Vice-Chancellor shall be final.

SERVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL ORDINANCE

No. 9 of 2014

CO-OPERATION AND COLLABORATION WITH OTHER UNIVERSITIES/INSTITUTIONS & UNIVERSITY TEACHING DEPARTMENT/ COLLEGES UNDER UNIVERSITY

1. With reference to the decision of the sponsoring body of SRK UNIVERSITY, Bhopal taking over the management of following institute which are situated in the University Campus of the University as constituent University Institutes of the SRK UNIVERSITY, Bhopal subject to the provisions of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007, as amended from time to time:

The following shall be the University Institutes

1. RKDF Institute of Science and Technology
2. RKDF Institute of Science and Technology-MCA
3. RKDF College of Pharmacy
4. RKDF Polytechnic (Pharmacy)
5. RKDF Institute of Management
6. RKDF Institute of Business Management
7. RKDF Homeopathy Medical College & Hospital Research Centre
8. RKDF College of Nursing
9. RKDF Dental College & Research Centre
10. RKDF Medical College Hospital & Research Centre
2. The University Teaching Department will be as mentioned in ordinance.

3. The above mentioned departments/Institutes will be governed by the SRK UNIVERSITY and their decision shall be binding upon it. All administrative, Academic and financial powers would be vested with constituent Bodies, Boards and Authorities of the University. The College would work as a Teaching Department of the University.
4. As soon as the above mentioned institutes admitted to the privileges of the University as its Constituent institutes all its assets and liabilities, the movable/immovable property with entire land, roads and buildings etc. will stand as transferred to the University and will be treated as University property in all the records maintained by sponsoring body of SRK UNIVERSITY and concerning corporate account. The University will not be bound to pay any cost towards this property. The decision regarding sale, mortgage or major alteration of the existing movable and immovable property these institutes would be taken after the approval of the Sponsoring body. All provision of this Para is subject to the provision of relevant Act / Laws of the country/State.
5. The departments of the above mentioned institutes would henceforth be called the University Teaching Department of the SRK UNIVERSITY, Bhopal The Principal of the Institute will be the Director of the Institute.
6. Objects of declaring as Constituent University department/University Institute:—

The following shall be object of declaring as constituent colleges/ Polytechnics

- a. To provide the desired quality Academic and Administrative Leadership for the further expansion of the institution.
- b. To create a desired environment and develop a framework to pursue a path of Excellence in Higher Education.
- c. To lay a firm and everlasting foundation for growth of Quality Technical Education in the Institution.
- d. To develop the institution as a model for Curriculum Innovation and Examination Reforms., development of professional and moral values in the faculty, students and the staff.
- e. To foster the growth of well-informed knowledgeable and talented manpower to work in knowledge technology driven systems and enterprises.
- f. To facilitate synergic partnership with the Industries of the state and the country for further qualitative growth.
- g. For transforming technical education into a vibrant and dynamic system.
- h. To foster Research Culture and promote industrial consultancy.
- i. To foster international and national collaboration for academic programme for research and development.

7. MANAGEMENT OF THE CONSTITUENT INSTITUTION

For all purposes, the sustenance and development of the constituent institution shall be a responsibility of the university. In fulfilling its responsibility, the SRK UNIVERSITY shall:—

- a. Recruit and develop faculty of the constituent institution,
- b. Investment in the development of the institution,
- c. Encourage revenue generation in the institution through various means,
- d. Formulate the institution budget and manage its finance provide Good Governance to the institution

8. STATUS OF THE STUDENT'S COURSES

All the students admitted after proper functioning of the University as per the Act 2007 shall be treated as the students of the University, Constituent University department/ University Institute.

All the courses of the concerned institution admitted to the privileges of the university, shall be continued and treated as the courses of the University department/University Institute.

CAMPUSES UNDER SRK UNIVERSITY: Following Campuses & courses will be under SRK UNIVERSITY

S.No.	Course Name	Existing Institute
1.	B.E. , M. Tech, MBA, MCA	RKDF Institute of Science and Technology
2.	Diploma Engineering	RKDF Institute of Science and Technology (II nd Shift)
3.	MCA	RKDF Institute of Science and Technology-MCA
4.	B. Pharma, M. Pharma,	RKDF College of Pharmacy
5.	Diploma Pharmacy	RKDF Polytechnic (Pharmacy)
6.	MBA (FT) MBA (PT)	RKDF Institute of Management
7.	PGDM	RKDF Institute of Business Management
8.	B.H.M.S.	RKDF Homeopathy Medical College & Hospital Research Centre
9.	B.Sc.(Nursing), M.Sc. (Nursing), Post Basic B.Sc.(N), GNM	RKDF College of Nursing
10.	BDS, MDS	RKDF Dental College & Research Centre
11.	MBBS	RKDF Medical College Hospital& Research Centre
12.	B.Ed., M.Ed.	To Introduce
13.	BP. Ed. MP. Ed.	To Introduce
14.	BHMCT	To Introduce
15.	BAMS	To Introduce
16.	B. Arch, M. Arch	To Introduce
17.	BA, B.Com, B.Sc., MA, M.Com, M.Sc.	To Introduce
18.	Paramedical Courses	To Introduce
19.	Bachelor of Physiotherapy, Bachelor of Occupational Therapy & PG	To Introduce
20.	LLB & Integrated Courses	To Introduce

a. Co-operation & Collaboration with other Universities & Institutes of Higher Education

The SRK UNIVERSITY shall be signing MOU with National and International level Institute and Universities for Co-operation & Collaboration for higher Education.

The Co-operation/ Collaboration Shall be for

- (1) Skill up gradation of Faculty members.
- (2) Running for Twin Courses program at Graduate & Postgraduate Level.
- (3) Exchange/partnership of different Degree Programs.

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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL ORDINANCE

No. 10 of 2014

RESIDENCE OF STUDENT

The University Premises has Hostel facility for students. The Condition for providing residence facility is as under: —

GENERAL

1. These rules may be called the rules for Hostels of the SRK UNIVERSITY, 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 available at hostel office/office of the DSW on payment of fees as prescribed. The duly filled application form 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, re-admission in the university shall not be considered.

12. Hostel rooms shall have to be vacated during summer vacation for maintenance. In exceptional cases 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 other than those provided by the hostel in their rooms 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. Students shall cooperate in keeping the Hostels and their surroundings clean by not disposing of garbage and waste materials here and there but in dustbins at designated places.
16. Hostellers shall be responsible for the security of their own property. They must not leave their room/box unlocked in their absence. Luxury items are strongly discouraged and the management is not responsible for security/safety problems arising out of this.
17. In case of any emergency during the night, the hostellers shall contact the hostel warden for help. Girls may contact the warden through, the Ayah/Chowkidar of the hostel. Local guardians/parents of girl hostellers may telephone the hostel warden and not the girls directly after 7: 00 pm in case of emergency.

FEES, RENTS & OTHER CHARGES

18. Hostellers shall pay a monthly rent 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. Late fees shall be charged after the date fixed to deposit the fees notified by the University. A student, if admitted after beginning of the session, shall pay the admission fee and university dues and room rent from the commencement of academic year up to and including the fee for the month in which he has been admitted (not less than six month).
19. Every students admitted or readmitted to the hostel shall pay caution money refundable at the time of leaving the hostel on completion of the course/degree.
20. 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 course coordinator 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.

CANTEEN

21. The facility of mess /canteen shall be provided by the University on payment basis; cooking is strictly prohibited in the hostel.
22. Every hosteller shall be required to pay monthly mess charges in advance as notified by the Hostel Committee.

HOSTEL ROOM AND ALLOTMENT

23. The following priority is fixed for providing accommodation in the University Hostel.
 - (a) Undergraduate boys/girls and whose parents are residing in rural areas and students belonging to economically weaker sections of the society shall be given preference over other boys/girls.
 - (b) Physically Handicapped Students.
 - (c) SC / ST / Other category of Students.
 - (d) Students pursuing professional courses that require longer hour practical or fieldwork shall have priority over others.

- (e) Local students (staying within 15 kilometers from the campus), research scholars and married students shall not be allowed due to space limitation in the hostel.
- (f) All Hostel students residing in the hostel shall be required to submit a undertaking as per Proforma approved by Dean Student welfare.

ATTENDANCE

- 24 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-
- 25. Attendance time for girls during summer -19: 00 h and for winter 18: 00 h.
- 26. Attendance time for boys - 21: 00 h.

HOSTEL MANAGEMENT COMMITTEES

- 27. 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.

- (a) Hostel Management Committee

The Committee shall comprise:

- | | | |
|---|---|----------|
| (i) Dean Student Welfare | — | Chairman |
| (ii) Chief Wardens and all Warden | — | Member |
| (iii) One Student's representative from each hostel | — | Member |
| (iv) One Dean nominated by the Vice-Chancellor | — | Member |

- (b) Hostel Disciplinary Committee

There shall be a Hostellers Disciplinary Committee to deal with student's indiscipline and misconduct defined in the Hostel ordinance:

- | | | |
|--|---|----------|
| (i) Dean Student Welfare | — | Chairman |
| (ii) One Dean nominated by the Vice-Chancellor | — | Member |
| (iii) Warden of concerned hostel | — | Member |
| (iv) Chief Proctor | — | Member |

- (c) Hostel Committees

There shall be a Hostel Committee in every hostel nominated / elected 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 one-Associate Prefect for various functions like food, health and extracurricular activities. | — | Member |

MISCONDUCT & INDISCIPLINE

28. Gambling of any kind and use of liquor/drugs and smoking etc. is strictly prohibited in the hostel and campus.
29. Guests of the opposite sex shall not be entertained in the hostel. The Hostellers however may be permitted to meet their relatives at pre-permitted place during designated time.
30. Pornographic literature and exotic posters/displays etc. are not permitted in the hostels.
31. No hosteller shall be allowed to change the room allotted in the hostel without prior permission of the warden. The warden may order at any time change of rooms or mutual exchange of rooms without assigning any reasons.
32. Use of electric heater & iron etc. are not allowed in the hostel. Heavy fine. may be imposed for violation of this rule.
33. Hostellers are strictly prohibited to keep firearms with them. No pets such as dog etc. are permitted to be kept in the hostel by the hostellers. In exigencies all hostellers shall vacate their room at given order/time by the Vice-Chancellor/Registrar for any reason whatsoever and hand over the charges of their rooms to the warden failing which warden shall be authorized to break open the locked room. The University shall accept no responsibility for the private property of the concerned students found in the rooms.
35. Hostellers shall not give shelter to any outsider; anyone found guilty on this account shall be severely punished including removal from the hostel of accommodation the University.
36. No meeting shall be held in the hostel premises without the prior permission of the warden.
37. 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/V.C. Also hostellers shall not cause damage or interfere in any manner with the Notice Board of the hostel.
38. Their shall be no ragging what so manner / form i.e. Introduction etc. A breach of this rule shall be severely dealt with up to rustication.

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

39. Every hosteller shall maintain a high standard of discipline, have respect for the tradition of the university and conduct in a dignified manner within and outside the hostel. They should do nothing, which may cause noise, disturbance or distraction in studies or may be deemed irregular in any way.
40. 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.
41. 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.
43. 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. 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 in writing for taking appropriate action.

44. 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.
45. Any hosteller found guilty of ragging 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.
46. 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.
47. 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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL ORDINANCE

No. 11 of 2014

DOCTOR OF PHILOSOPHY (Ph. D) (Ordinance as per UGC Regulation 2009)

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 of regulations /norms laid by UGC from time to time.

1. Eligibility for Enrolment for Doctor of Philosophy (Ph.D.)

- 1.1 A candidate for enrollment for the degree of Doctor of Philosophy must, at the time of application, hold Master's degree with at least 55% marks or an equivalent grade of University / 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 / Other category candidates).
- 1.2 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 in Engineering/ Technology/ Applied Sciences or other streams. 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 in Engineering/ Technology/Applied Sciences or other streams, shall be decided by the Academic Council.

2. A candidate must apply for registration for Ph.D. degree of his subject on a prescribed form obtainable on payment of prescribed fee, stating.

- (i) His/her Qualification and experience;
- (ii) Proposed subject/discipline along with the relevant faculty in which he/she proposes to work.
- (iii) Proposed title of the Ph.D. thesis
- (iv) Name of the supervisor (along with name of Co-Supervisors, if any)

(Strictly 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.

- (v) Certificate of qualifying the UGC/CSIR/DST/National or State Level Fellowship/NET/GATE/GPATISLET, if any

(vi) Letter granting teacher's fellowship, if any.

(vii) Address, Contact number, mobile number, email- id & other contact details.

3.0 Availability of Seats.

Depending upon availability of Supervisor/Co-supervisor the number of seats shall be decided, provided that

- (i) 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 supervisor in case of others, in any university/Research Centers in India and abroad. For that supervisor have to submit undertaking regarding total number of candidates he is supervising.
- (ii) The seats available with the supervisor should be manageable for him/her and also manageable for the concerned research centre.

4.0 Admission Procedure

- (1) 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:
 - (i) To prepare panel of names of papers setters in various subjects and submit them to the University.
 - (ii) To arrange for entrance test.
 - (iii) To arrange for interview.
 - (iv) To announce the names of candidates admitted along with the subject, place of research work, name of supervisor and of the thesis.
 - (v) To resolve problems, if any.
 - (a) Candidate who have qualified the UGC/CSIR/DST/National/State level Fellowship/GATE/GPAT/SLET/NET/M.Phil. shall be admitted directly without the entrance test.
 - (b) Candidates who have been awarded teachers fellowship by statutory bodies for doing Ph.D. degree shall also be admitted directly without the entrance test.
 - (c) All other candidates will be selected through entrance test.

5.0 Structure of Test

Entrance test will be conducted on following:

Duration	Two Hours
Question Paper	
Part I Research Methodology	
Part II Related Subject	

6.0 Interview and Allotment

- (1) Each student shall have to appear in an interview. The interview board shall consist of the following members:
 - (i) Vice Chancellor or his Nominee as Chairman
 - (ii) Dean of School.

- (iii) One of the Chairman of relevant (Board of Studies) to be nominated by the Vice Chancellor.
- (iv) One of the recognized supervisors in the University Teaching Department in the subject to be nominated by the Vice Chancellor.
- (v) 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.

- (2) The interview shall be conducted in the University Teaching Department.
- (3) The Candidates shall be called for interview in the following order
 - (i) Candidates who have qualified UGC/CSIR/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.
- (4) 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 category as mentioned in para 6(3) (i& ii), 100% weightage shall be on the interview. For the candidates mentioned in para 6(3) (iii), the weightage of the interview marks shall be 40 percent where as 40 percent weightage shall be given to the written entrance exam conducted as per para 5 and remaining 20 percent weightage shall be given to aggregate of qualifying P.G Examination.

- (5) The allotment board then shall finalize the list of the names of the candidates admitted to the Ph.D. in the concerned subject.
 - (a) The candidates in category (i) of sub-para 6 (3) above shall be admitted first, secondly the candidates in category (ii) shall be admitted in that order. In these categories if there are more than one 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 Committed(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.
- (6) The admission process must be completed by the last date for admission decided by the University for the Doctoral Courses.
- (7) A merit list shall be prepared on the basis of entrance test and interviews as mentioned in para 6(4) and shall be declared as the result of the entrance examination by registrar

7.0 Fees

Registration fee for Ph.D. programme 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.

8.0 Course work:

- (a) After having been admitted, each Ph.D. student shall undertake course work in the subject as per guideline of UGC for a minimum period of six months i.e. one semester. The course shall include a curriculum on research methodology it may also involve reviewing of published research in the relevant field.
- (b) **Evaluation**—(i) The course work shall carry 10 credits (one credit=equal to 15 hours). The concerned Department/ School/ Institution shall decide the details of the course work, teaching schedule and evaluation.

- (ii) The details of the specific subject shall be decided by the department/school.
- (iii) The procedure for admission shall be laid down from time to time by the Academic Council.
- (iv) University examination shall be held at the end of the semester. The Scheme of examination shall be notified by the University.
- (v) The review or survey presented by the candidate in typed shall be examined by the He shall declare whether it is satisfactory or not.
- (vi) A candidate shall be declared to have successful completed the course, if he/she has successfully passed semester examinations with minimum 65% or in equivalent grade as mentioned above. Minimum 6 credits to be earned during the course work for successful completion.

9.0 Research Centre

A candidate may pursue his research work for Ph.D. degree in the University Teaching Department in the subject concerned,

OR

Research Centre i.e. an organization of National or International repute (NIIT/IIT other academic institutions of national importance/Research Organizations of Government/reputed corporate establishment with established R&D Laboratories etc.), recognized as a research Centre by the Academic Council: Provided that a M.O.U. shall have to signed between the University & the Institute/Organization.

- (a) After the M.O.U., the candidates may also be allowed by RDC to pursue research work at an industry of international repute, actively involved in research and development activities in the subject and having sufficient R&D infrastructure for conducting research, which must be Government of India approved R&D Centre and shall be recognized for this purpose by the BOM of the University.
- (b) A candidate permitted to work in such Industry as stated in above para, having MOU with the University, shall be required to take at least one supervisor/co-supervisor from the industry, such supervisor/co-supervisor should be Scientist/Director of the R&D center not below the rank of the Associate. Professor of the University.
- (c) Candidate may also be permitted to work by RDC in research establishment of repute like CSIR Labs/ DRDO Labs or Labs of repute established by Central Government and after MOU signed by the University with such establishment.
- (d) A candidate permitted to work in such Research Establishment, stated in above para, shall also be required to take at least one supervisor/co-supervisor from the Establishment. Such supervisor/co-supervisor should be scientist/Director of the R&D Centre not below the rank of Associate Professor of the University.

10.0 Supervisor/Co-supervisor

- (a) The person recommended as supervisor/co-supervisor to guide the research scholar must be:
 - (i) The Professor in the University who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in peer reviewed standard journals of repute.

OR

- (ii) An Associate Professor or Reader in the University who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in standard journals of repute.

OR

- (iii) An Assistant Professor in the University who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in standard journals of repute and has at

least three years teaching experience with Ph. D.

OR

A Director/Scientist/Professor/or an equivalent cadre in an organization of National/International repute not below the rank of an Associate professor of the University, working as regular employee or retired and who has published at least five papers in peer reviewed standard journals of repute.

- (i) Provided further that 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.
- (b) 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.

11.0 RDC

- (1) 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.
- (2) 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 School concerned.
 - (iii) Chairman, Board of Studies of the subject in the School.
 - (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 the subject.
 - (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 and two other members shall form the quorum.

Note—(a) On the request of the supervisor, Vice Chancellor may permit him to be present as an observer during the oral presentation of his candidate.

(b) No. T.A and D.A shall be payable to candidate and supervisor for attending the Research Degree Committee meeting.

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 provision of this Ordinance. This list shall be available with the Registrar.

- (3) 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 mentioned in para 7 of 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, library and laboratory fees (six monthly) to the university.

- (5) If the RDC makes any change only in the title of the thesis, the approved changed 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.
- (6) 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.
- (7) 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.
- (8) 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 case, only the caution money deposited by the candidate shall be refunded.

12.0 Period for submission of thesis

- (a) The candidate shall pursue his research at the approved place of research under the supervisor/co-supervisor on the approved subject. The candidate shall be permitted to submit his/her thesis not earlier than 24 months after successfully completion of course work at the research centre and not later than five calendar years from the date of registration. In case a candidate does not submit his/her thesis within five calendar years, from the date of registration and does not apply for extension in time, his/her registration shall be automatically cancelled.

Provided that the period for submission of thesis can be extended by one year by the Kulpati, if the candidate applies for extension at least one month before the expiry of registration period together with a fee as prescribed by the University. In case the candidate does not submit his/her thesis within the extended period, his/her registration shall stand automatically cancelled.

Provided also that after the expiry of five years from the date of registration the Kulpati may permit a candidate to get re-registration on the same topic on payment of a re-registration fee as prescribed by the University. The condition of minimum period of 24 months and attendance shall not apply to such re-registered candidate for submission of the thesis. For re-registration, approval by RDC is not required. The candidate must submit the thesis within four years from the date on which the original registration expired. No extension in this period is allowed. The registration will stand automatically cancelled after nine years from the date of original registration. After this period if a candidate desire to pursue research work for Ph.D. degree he will have to apply for registration as a fresh candidate.

- (b) A teacher candidate with 5 years teaching experience at the time of registration can submit his/her thesis after 18 months instead of 24 months after successful completion of course work.

13.0 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.

14.0 Six Monthly Report

The University shall obtain every six month 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.

15.0 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, though his/her supervisor to the Registrar about three months prior to the anticipated date of submission of thesis.
- (b) The supervisor shall submit to the Registrar, in a sealed cover a panel of at least six names of examiners actively engaged in the concerned area of research 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 name should be from outside the state. Another panel of at least six examiners, actively engaged in the concerned area of research 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 concern department 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 thesis shall be sent by post/ air mail/ email.

16.0 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, based on that draft thesis, in the University Teaching Department in the subject or any place in the University premise fixed by the University for the purpose. Arrangement for this shall be made on a request from the candidate, duly recommended by the supervisor, to the University in the proforma given in Appendix 5.

17.0 Submission of thesis

1. After getting an approval from PSDC as mentioned in Para 15, the candidate can finalize his/her thesis.
2. The finalized thesis shall be typed set on a computer using standard software like MS word or Latex. It shall then be typewritten only on one side of pages. It may then be photocopied (only on one side of the pages) for producing multiple copies.
3. The Candidate shall submit the thesis to the University as follows:
 - i. Three hard bound copies of the thesis, and

- ii. Soft copy in the form of CD (in Three copies)
4. In the thesis after the cover page, the forwarding letter/declaration/certificate mentioned in (a) (b) and (c) below must be given
 - (a) Thesis should be forwarded by Head of the Department
 - (b) The thesis must be accompanied by a declaration from the candidate as per (Appendix 2) that the thesis embodies his/her own work and he/she has worked under the supervisor at the approved place of work for the required period as per provisions of the Ordinance.
 - (c) The certificate from the Supervisor together with Co-supervisor, if any, as per (Appendix 3.)
- Note—(i) The Candidate shall also remit with the thesis, prescribed fee as the examination fee as prescribed by the University.
- (ii) The no dues certificates from the place of work and the University library must be submitted along with the thesis.

18.0 Evaluation of thesis and viva-voce examination

- (i) On receipt of the thesis, required fee and no dues certificates, the thesis shall be sent to the two examiners already consented
- (ii) The thesis to be accepted for the award of the Ph.D. degree must comply with the following conditions:
 - (a) 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.
 - (b) It must be satisfactory in point of language and presentation of the subject matter.
- (iii) The examiners shall categorically recommend in the prescribed Proforma (Appendix 07) acceptance, revision or rejection of the thesis. He shall also give detailed comments on the points spelt out in clause 20 of the Ordinance and also detailed comments on each chapter in the examiner's report, which should be typed on separate pages, in four copies. The examiner must also give a list of at least ten question he wishes to be asked at the viva-voce examination.
- (iv) (a) The examiner's 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.
- (b) The Vice Chancellor may recall the thesis from an examiner, who fails to send the reports within three months of the date of dispatch of thesis or such other date as may be extended by the Vice Chancellor and appoint another examiner from the panels of examiners.
- (c) If one examiner approves the thesis and the other rejects it or recommends for revision, the thesis shall be sent to the third examiner, drawn from the panel of examiners as constituted at para 15 (b) by the Vice Chancellor, without the reports of earlier examiners, The third examiner shall be asked to give his/her opinion and his opinion shall be final.
- (d) Incase both the original examiners accept the thesis for the award of the Ph.D. degree or in the event of it being referred to the third examiner, and the third examiner accepts the thesis for the award of the degree, the candidate shall be called upon to appear at the viva-voce examination before a board of examiners comprising of the Supervisor, Co supervisor (if any) and one of two examiners(as per para 14(b)), selected by the Vice Chancellor, who have accepted the thesis for the award of the Ph.D degree. In case the candidate is related to the supervisor, then the Vice Chancellor shall appoint Head of Studies/Institution/ Chairman Board of studies of the subject concerned to act as viva-voce examiner, in place of the Supervisor.

- (e) The Supervisor/ Head of the concerned Department/Chairman Board of Studies of the subject concerned, as the case , may be, shall be communicated the name of the external examiner appointed by Vice Chancellor to conduct the viva-voce examination. The same shall then contact the external examiner and fix up a date for viva-voce. The date fixed for the viva- voce shall be informed to the candidate and the Registrar. Provided that in special circumstances, Kulapati may appoint alternate viva-voce examiner from the panel of examiners, if both the external examiners are not in a position to conduct the viva voce examination.
- (f) The viva-voce examination shall be conducted at the concerned department or at any place fixed by the University for the purpose. The date and time and place of open viva-voce examination shall be notified by the registrar on the University Notice board at least a week in advance. At the time of viva-voce examination, the board, of examiners shall be provided the reports of the examiners, which shall be returned along with the report of viva-voce examination to the Registrar in confidential cover.
- (g) The candidate shall present the work embodied in the thesis before the board of examiners, members of faculty, research scholars and other interested person present in open viva. After the presentation of the research work the Board shall ask question together with those questions, which have been given along with examiners reports. Others in the audience can also ask question and the candidate shall replay only those question which are permitted by the external examiner.
- (h) 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 finally rejected.
- (v) If the examiners recommend that the candidate be asked 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 to candidate.

- (vi) 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 institution at which he / she carried out the work.
- (vii) The resubmitted three copies of the thesis must make clear mention that is a revised version. The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.

In case a candidate is asked to revise the thesis under clause 17 iv.c and one of the examiners recommends again for revision of the revised thesis and the other accept the thesis shall rejected. If he accepts the thesis for the award then the candidate shall be awarded the Ph.D. degree on successful viva voce examination as per provision of (clause 17 iv.d of the Ordinance).

In case a candidate is asked to further revised the thesis by the third examiner, as per provisions laid down under para 17 iv.c, 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/s suggested by the examiner/s shall be evaluated by Dean of the School. Only after his satisfactory report, the viva-voce of the candidate shall be fixed.

19. 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).

20. 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 this was thesis approved for award of the Ph.D. degree of the University.

21.0 Award of Ph.D.

After the successful viva-voce, the Vice Chancellor shall have powers to issues Notifications for the award Ph.D. degree to the candidate and the matter shall be reported to the Board of Management for their 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 University shall submit a soft copy of the Ph.D. thesis to UGC within a period of thirty days for hosting thesis in NET accessible all University/Institution.

22.0 Reports of examiners

After the declaration of the result the successful candidates may be 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.

23.0 Withdrawal of degree

On detection of any irregularity or any plagiarism the University shall take suitable steps to withdraw the degree. Those candidates who have applied for registration but have not been registered before this Ordinance comes into force, shall be governed by the provision of this ordinance i.e. they will have to fulfill all the requirement, as laid down in this Ordinance.

24.0 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 Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

25. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

Appendix-1
PROFORMA FOR SYNOPSIS

1. Title of the thesis
2. Introduction : Giving purpose of research(in about 200 word)
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

Date:

Signature of the Candidate

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 Dr

(Supervisor/Co-Supervisor) at

(Center)

Approved by Research Degree Committee. I have put in more than 240 days of attendance with supervisor at the centre.

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 CERTIFICATE

This is to certify that the work entitled is a piece of research work done by Shri/Smt./Ku. Under My/our Guidance and Supervision for the degree of Doctor of Philosophy of University (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 University:

Signature of the Co-Supervisor

Date:.....

Signature of the Supervisor

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 Topic.

Fees paid vide receipt No Date

Date:

Place:.....

(Signature of Head of institution where the Candidate was registered for Ph.D. degree)

Signature of the Supervisor

Address:

Date:

Place: :

Appendix - 5

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:.....

Appendix - 6

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)

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 - 7

PROVISIONAL CERTIFICATE REGARDING AWARD OF Ph.D. DEGREE

This is to certify that vide notification no

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 title of Ph.D thesis The Ph.D degree has been awarded in compliance of the "University Grants Commission (minimum standards and procedure for award of M. Phil / Ph.D. degree) Regulation, 2009"

Registrar

Date:

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL**ORDINANCE****No. 12 of 2014****B.E. 4 YEAR DEGREE COURSE**

This ordinance shall be applicable to candidate admitted for Bachelor of Engineering (B.E.) degree

- 1.0 The first degree in Engineering of four-year (eight semesters) course, hereinafter called 4-YDC, shall be designated as BACHELOR OF ENGINEERING, in respective Branch.
- 1.1 This degree of Bachelor of Engineering (hereinafter called B.E.) shall include the branches of Aeronautical, Architecture, Rural Technology, Civil, Mechanical, Electrical & Electronics, Electronics & Communication, Electronics & Instrumentation, Information Technology, Computer Science and Engineering, Automobile, Chemical, Metallurgical, mining, textile, production engineering, fire technology & safety engineering, Instrumentation & Control, Electrical Engineering, Bio-Medical, Biotechnology and Industrial Engg. & Management, Nano-technology, and more degrees Programme can also be offered under the Ordinance on the recommendation of the Board of Management of the University as per norms & Regulation of AICTE.

2.0 ADMISSIONS

- 2.1 Minimum qualification for admission to the first year B.E. shall be the Qualifying Higher Secondary School Certificate Examination (10+2) Scheme with Physics, Chemistry and Mathematics securing minimum 45% marks (5% will be relaxed for SC/ST/ other categories) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.
- 2.2 Candidates who have qualified the Diploma course in related branch of Engineering from M.P. Board of Technical Education, Bhopal or Equivalent shall also be eligible for admission to third semester of B.E. Course.
- 2.3 Minimum qualification for direct admission to second year Bachelor of Engineering Course termed as Lateral Entry. shall be as per the prevalent norms of the Government of Madhya Pradesh.
- 2.4 Non-Resident Indian (N R I) candidates shall also be eligible for Admission to B.E. in accordance with directives of the Government of Madhya Pradesh, provided they satisfy the criterion of clause
- 2.5 The admissions to B.E. course shall be governed by the rules of the Technical education and training department government of Madhya Pradesh Bhopal and/ or any other competent authority of the state Government of Madhya Pradesh.
- 2.6 Admission under these courses will be made as follows:-
- I. In general the admission to B.E. Course shall be governed by the rules by D.T.E. or any other competent authority of the State Government of Madhya Pradesh.
 - II. The University may also conduct its own Entrance Examination for admission to its Engineering courses.
 - III. Enrollment/ Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees
- 2.7 Admission process as framed by the University shall be applicable for all admission from time to time.

2.8 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.

3.0 EXAMINATIONS - PROMOTION TO HIGHER SEMESTER AWARD OF CREDITS AND GRADES, DIVISION AND CONDONATION OF DEFICIENCIES

As per Ordinance No. 5

4.0 DURATION OF COURSE

4.1 One hour of conduct in Lecture (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

4.2 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 cannot claim any right on the basis of his/her provisional admission.

4.3 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 reasons.

5.0 MERIT LIST

Branch wise 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 eight and final semester for B.E. degree, on the basis of the integrated performance of all the four years. The merit list shall include the first ten candidates securing at least first division and passing all semesters in single attempts.

6.0 ATTENDANCE

Candidates appearing as regular students for any semester examination are required to attend 75 percent of the lectures delivered and the practical classes held separately in each subject of the course of study, provided that a short fall in attendance up to 10% and a further 5% can be condoned by the Principal of the college and Vice-Chancellor of the University, respectively for satisfactory reasons.

7.0 MEDIUM OF INSTRUCTION AND EXAMINATION

7.1.1 The medium of instruction and examination shall be English throughout the course of study.

7.1.2 The subjects to be studied in different semester of Bachelor of Engineering include lab work, practical, plant training; project etc. shall be as per the Schemes, approved by Board of Studies of the University on the basis of AICTE norms.

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 Departments/ Institutions/ 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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 13 of 2014
BACHELOR OF PHARMACY (4 YEAR DEGREE COURSE)

This ordinance shall be applicable to candidate admitted for Bachelor of Pharmacy (B.Pharm) degree and shall be governed by rules & guidelines of pharmacy council of india.

- 1.0 The first degree in Pharmacy of four-year (Eight semesters) course, hereinafter called 4-YDC, shall be designated as BACHELOR OF PHARMACY (B.Pharm.).

2.0 ADMISSIONS :

- 2.1 The minimum qualification for admission to the first year B.Pharm. shall be the qualifying Higher Secondary School Certificate Examination (10+2) scheme with Physics, Chemistry and Mathematics / Biology securing minimum 45% marks (5% will be relaxed for SC/ST/ other categories) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.
- 2.2 Minimum qualification for direct admission to second year of B. Pharm. shall be 45% marks in Diploma in Pharmacy from any institution approved by the Pharmacy Council of India. (P.C.I) and as per prevalent norms of Government of Madhya Pradesh. Justification – B.Sc. student can not admitted directly into B. Pharm II Year.
- 2.3 Non-Resident Indian (NRI) candidates shall also be eligible for admission to B. Pharm in accordance with directives of the Government of Madhya Pradesh, provided they satisfy the criterion of clause 2.1.
- 2.4 The admissions to Pharmacy course shall be governed by the rules of the Technical Education and Training Department, Government of Madhya Pradesh, Bhopal and/ or any other competent authority of the State government of Madhya Pradesh.
- 2.5 The admission procedure will be as per decision of Board of Management of University,
- 2.6 The fees of the course shall be decided by board management & number of seats will be as per statute 28.

3.0 EXAMINATIONS - PROMOTION TO HIGHER SEMESTER AWARD OF CREDITS AND GRADES DIVISION AND CONDONATION OF DEFICIENCIES.

As per Ordinance No. 5

4.0 DURATION OF COURSE

- 4.1 There shall be at least fourteen weeks of teaching in every semester.
- 4.2 One hour of conduct in Lecture (L) / Tutorial (T) /and at least 3 hours of Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 4.3 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 cannot claim any right on the ,basis of his/her provisional admission.
- 4.4 The maximum duration of the course shall be eight years. However, for one mercy attempt can be granted by Vice Chancellor which should be not more than one year on satisfactory reasons.

5.0 EDUCATIONAL TOUR, PROJECT WORK AND PROFESSIONAL TRAINING

5.1 EDUCATIONAL STUDY TOUR

For B.Pharm VI semester students an educational study tour to visit important manufacturing organization is compulsory. All students will have to submit a tour report after the study tour. The marks shall be awarded by the teacher-in-charge of the student's study tour. If a student is unable to go on Educational Study Tour, he will be awarded "Grade Point-F" However there shall not be any restriction of minimum pass grade in the Educational Tour.

5.2 PROJECT WORK

For B.Pharm VII semester students a project work shall be compulsory. The project shall be undertaken in any of the areas of Pharmaceutical Science. The project shall be made under the supervision and guidance of faculty member(s). The candidate shall present a seminar on his/her project work. Every candidate shall be required to submit the project report in triplicate. The marks shall be awarded by the project supervisor and one external examiner.

5.3 PROFESSIONAL TRAINING

5.3.1 After examination of 7th semester a professional training in Industry / Hospitals / pharmacy / community/ pharmacy / R&D of four weeks is mandatory for all students. The report of the Professional Training shall be submitted by the candidate in triplicate, duly certified by the organization he/she underwent his/her on training.

5.3.2 The viva-voce examination based on the industrial training shall be carried out by Board of Examiners consisting of :

i	Head/Principal of the institute	Chairman
ii.	The external examiner	Member
iii.	The internal examine	Member

The marks shall be awarded by the Board of Examiners.

6.0 MERIT LIST

6.1 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 eighth and final semester for B.Pharm. degree, on the basis of the integrated performance of all the four years. The merit list shall include the first ten candidates securing, at least first division and passing all semesters in single attempts.

7.0 ATTENDANCE

As per Ordinance 11 of clause 6.

8.0 MEDIUM OF INSTRUCTION AND EXAMINATION

8.1 The medium of instruction and examination shall be English throughout the course of study.

8.2 The subjects to be studied in different semester of Bachelor of Pharmacy shall be as per the Schemes, approved by Board of Studies of SRK UNIVERSITY

9.0 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.

10.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL**ORDINANCE****No. 14 of 2014****MASTER DEGREE OF ENGINEERING /TECHNOLOGY / ARCHITECTURE****(ME / M. Tech. /M. Arch.)**

This ordinance framed in accordance with the norms / guidelines / rules of Architect Council shall be applicable to candidate admitted for Engineering /Technology/Master of Architecture

(ME/M.Tech./M.Arch.).

1. This ordinance shall be applicable to candidates admitted for Master degree courses in Engineering/ Technology and architecture.
2. The Post Graduate course in Engineering/Technology leading to the Degree of Masters of Engineering/ Technology/Architecture (ME/M.TECH. /M. Arch.) of the university. The course will be in following subject.

Computer science, Information Technology, Thermal Engineering, Microwave Engineering, Software Engineering, Very large Scale Integrated System Engineering (VLSI), Digital Electronics and advanced communication, Instrumentation Engineering, System Management Engineering, Energy Management Engineering, Future Studies & Planning engineering, Power System Engineering, Bio Informatics Engineering, Network Management & Information System, Information architecture & Software Engineering, Bio- Technology Engineering, Astronomy and space, Environment Engineering, Industrial Pollution and Control Engineering, Master of Architecture, Printing and Media Engineering, Production Engineering, Irrigation Engineering, Transport Engineering, Structural Engineering,CTM,CTA.

The courses shall be offered as per AICTE norms.

The above course shall be divided into four semesters in the case of full time candidates and six semesters in the case of part time candidates. Each semester would be approximately of six months duration including vacation/preparatory leave/examination/industrial training etc.

2 Admissions

Every applicant for admission to ME/M.TECH./M.ARCH in 1st semester

- (i) Shall have passed B.E./B. Tech/B.Arch. or equivalent examinations approved by the AICTE in appropriate branch with at least 50% marks in the aggregate at final year examination or any other qualification as recommended by AICTE for a particular course. Candidate belonging to SC/ST/ Other categories will get a relaxation of 5% in the qualifying marks as mentioned above.
- (ii) Applicants possessing valid GATE score shall be given preference over to those candidate who do not possess GATE score for full time course.
- (iii) Applicants possessing the M.Sc. (Maths/Physics/Electronics /Computer Science/ Information Technology)/MCA [for M.Tech in Computer Science /Computer Technology /Information Technology] degree
- (iv) All full time & part time sponsored candidates must have at least two years experience in the relevant field after passing the qualifying examination. However the Vice Chancellor can relax the experience in case of sponsoring candidates.

(v) Admission under these Courses 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 academic year.
- (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.
- (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 otherwise the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons:-
 - 1 The candidates does not fulfill the eligibility conditions
 - 1 The prescribed fees is not enclosed
 - 1 The application form is not signed by the candidate and his/her parent guardian, wherever required
 - 1 Supporting documents for admission are not enclosed.
- (f) 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 following the policy of the State Govt. / AICTE shall be applicable for all admission from time to time.
- (h) Number of seats & fee shall be governed by the provision of the Statute No. 28.

EXAMINATIONS - PROMOTION TO HIGHER SEMESTER AWARD OF CREDITS AND GRADES, DIVISION AND CONDONATION OF DEFICIENCIES¹

As per Ordinance No. 5

5. No candidate shall be permitted to carryout a major project preferably in an industry or a professional R & D organization and to submit thesis unless he/she has passed all the preceding semester.
6. The attendance of regular student as per Ordinance 13 of clause 6 of the University.
7. The Fourth semester in the case of full time candidates and sixth semester in the case of part time candidates is the major project semester. During this semester the candidate shall devote himself for the research work in connection with any of the aspects of technology relevant to the course selected and assigned to him by the Head of the Department concerned in the college. At the end of the semester the candidate shall submit three typed printed copies of the major project reports written by him, to the university through the Director/Principal of the college, 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 that the work has not been submitted earlier in part or full for the award of any other degree.
8. The maximum duration of the course shall be Five years in the case of full time candidates and seven years in the case of part time candidates however one mercy attempt can be grant to candidates by the Vice Chancellor which should be not more than one year on satisfactory reasons.

9. In the notification declaring the results of the final semester examination for the Degree of M.E/ M.Tech./M.Arch, the names of the first five candidates in order of merit in each post graduate course shall be notified by the University separately for full time and part time course.

10. MEDIUM OF INSTRUCTION AND EXAMINATION

- 10.1 The medium of instruction and examination shall be English throughout the course of study.
- 10.2 The subject to be studied in different semester of post graduate Course of Engineering/Technology/ Architecture shall be as per the Schemes, approval by Board of Studies of the University.
11. 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.
12. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

ORDINANCE

No. 15 of 2014

MASTER OF COMPUTER APPLICATION

3 Year Full Time Post Graduate Course

This ordinance shall be applicable to candidate admitted for Master of Computer Application Course

- 1.0 This ordinance shall be applicable to candidates admitted in First Year for Master of Computer Applications abbreviated as M.C.A.

2.0 ADMISSIONS

- 2.1 A candidate seeking admission to M.C.A. course should be graduate of any Indian University or Institute recognized by the University Grants Commission, New Delhi, as equivalent there to. The graduation should be with three year of regular study after passing Senior Secondary Examination (10 + 2) or its equivalent securing minimum 50% marks (5% will be relaxed for SC/ST/ other categories) of an approved Board with mathematics as a compulsory subject at either (10+2) or Graduation level.
- 2.2 Non-Resident Indian (N R I) candidates shall also be eligible for admission to M.C.A. in accordance with directives of the Government of Madhya Pradesh Bhopal provided they satisfy the criterion of clause 2.1 above.
- 2.3 The admissions to M.C.A. course shall be governed by the rules of the Technical Education and Skill. Development department, Government of Madhya Pradesh, Bhopal and/ or any other competent authority authorized by the of the State Government of Madhya Pradesh for this purpose.
- 2.4 Admission under these Courses 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 also 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.
- (d) The application form may be rejected due to any of the following reasons :—
- The candidates do not fulfill the eligibility conditions.
 - The prescribed fees is not paid.
 - The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - Supporting documents for admission are not enclosed.
- (e) Enrollment/ Registration number will be assigned to the student by the University after verification & submission of all the necessary document /fees.
- (f) Admission rules as framed by the University shall be applicable for all admission from time to time.

2.5 Fees for the Course shall be as per decision of Board of Management of University and the number of seats as per statute 28

3.0 EXAMINATIONS—PROMOTION TO HIGHER SEMESTER AWARD OF CREDITS AND GRADES, DIVISION AND CONDONATION OF DEFICIENCIES

As per Ordinance No. 5

4.0 RE-ADMISSION

- 4.1 A candidate who has discontinued the course during any semester may, on the recommendation of the Director/Principal of the college, be permitted to take re-admission to the course at the beginning of the semester concerned in a subsequent year, provided that the duration of course for such readmitted candidate shall be counted from the date of his/her first admission.

5.0 DURATION OF COURSE

- 5.1 One hour of conduct in Lecture (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 5.2 The maximum duration of the course shall be six years. However, for one mercy attempt can be given by the Vice-Chancellor of University on reasonable ground.

6.0 MERIT LISTS

- 6.1 Merit list of first 10 candidates in the order of merit shall be declared by the University at the end of sixth semester on the basis of the integrated performance of all the semesters, securing at least first division and passing all semester examinations in single attempt.

7.0 ATTENDANCE

As per Ordinance 11 clause 6

8.0 MEDIUM OF INSTRUCTION AND EXAMINATION

- 8.1 The medium of instruction and examination shall be English throughout the course of study.
- 8.2 The subjects to be studied in different semester of M.C.A. of 3 years course shall be as per the schemes approved by the Board of Studies of the University.
- 9.0 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.
10. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL**ORDINANCE****No. 16 of 2014****MASTER OF PHARMACY (TWO YEAR POST GRADUATE DEGREE COURSE)**

This ordinance is framed as per the norms/ guidelines / rules laid down by AICTE shall be applicable to candidate admitted for Master of pharmacy degree course

- 1.0 The post graduate degree in Pharmacy of two year duration shall be designated as M. Pharm.

2.0 ADMISSIONS

- 2.1 Every applicant for admission to first semester of M.Pharm. Shall have passed B.Pharm. Or equivalent examination approved by AICTE with at least 50 % marks in aggregate. Candidates belonging to SC/ST/Other categories will get 5% relaxation in qualifying marks.
- 2.2 Applicants possessing valid GPAT score shall be given preference over to those candidates who do not possess GPAT score.
- 2.3 For sponsored candidates the minimum qualification shall be B. Pharm .with 50% marks and at least two years of experience after the date of passing B.Pharm. in the relevant field from recognized organizations, however the Vice Chancellor can relax the experience for sponsored candidates.
- 2.4 The admissions to M.Pharm. course shall be governed by the rules of the Technical Education department of Govt. of Madhya Pradesh, Bhopal and/or any other competent authority authorized by the State government of Madhya Pradesh for this purpose.
- 1.5 The admission procedure & fees shall be as per decision of Board of Management of the University & number of seats shall be as per statute 28.
- 3.0 **EXAMINATIONS - PROMOTION TO HIGHER SEMESTER AWARD OF CREDITS AND GRADES, DIVISION AND CONDONATION OF DEFICIENCIES**

As per Ordinance No. 5

- 4.0 The third and fourth semester is for project work. During these semesters the candidate shall devote himself/herself for the research work, in connection with any of the aspects of pharmaceutical science and assigned to him/her by the Head of the Department concerned in the respective college. At the end of third semester the candidate shall submit the synopsis of his/her allotted research proposed and will appear in the Viva-Voce examination. Prior to submission of dissertation, candidate shall present a pre-submission seminar on his/her work. At the end of the fourth semester the candidate shall submit three typed or printed copies of the dissertation work written by him/her to the university through the Director/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 that the work has not been submitted earlier in part or full for the award of any other degree.

5.0 READMISSION

- 5.1 A candidate who has discontinued the course during any semester may, on the recommendation of the Director/Principal of the college, be permitted to take re-admission to the course at the beginning of the semester concerned in a subsequent year, provided that the duration of course for such readmitted candidate shall be counted from the date of his/her first admission.

6.0 DURATION OF COURSE

- 6.1 One hour of conduct in Lecture (L) / Tutorial (T) and six hours of conduct in practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 6.2 The maximum duration of the course shall be Five 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.

7.0 MERIT LIST

- 7.1 In the notification declaring the results of the final semester examination for the Degree of M.Pharm. the names of the first five candidate in order of merit shall be notified by the university, securing at least first division and passing all semester examinations in single attempt.

8.0 ATTENDANCE

As per Ordinance 11 of clause 6

9.0 MEDIUM OF INSTRUCTION AND EXAMINATION:

- 9.1 The medium of instruction and examination shall be English throughout the course of study.
- 9.2 The subject to be studied in different semester of M.Pharm shall be as per schemes approved by Board of Studies of the University

- 10.0 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.

- 11.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL**ORDINANCE****No. 17 of 2014****MASTER OF BUSINESS ADMINISTRATION (M.B.A.)****(TWO / THREE YEARS FT/PT COURSE)**

This Ordinance framed as per rules/ regulations/ guidelines laid down by AICTE/ UGC shall be applicable to candidates admitted to Master of Business Administration (M.B.A.) Course.

1.0 ADMISSION:

1. Only such candidates of any Faculty of a statutory University who have secured at least 50% marks in the Degree examination or 50% marks at the post-graduate examination shall be eligible to apply for admission to M.B.A. (Full -Time) course. The nature, scope and other necessary details of the admission test and the rules of admission shall be such as may be decided and notified by the University from time to time. The admission Shall be as per Statute 28. Number of seats Reservation and Relaxations for SC, ST and other candidates will be as per M.P. Government admission rules.

A candidate seeking admission to three year Part-time M.B.A. programme should be a Graduate/Post Graduate in any discipline with at least second division/marks from this University or any other statutory university. He/She should also have a minimum of two year's full-time experience after graduation in executive position.

2.0 SEMESTER EXAMINATION:

As per Ordinance 5 of the University

- 3.0 Fees shall be as per statute No. 28.

4.0 Scheme of Evaluation

The scheme of evaluation external & internal assessment shall be as per decision of Board of Management on the recommendation of Board of studies

5.0 Minimum Percentage of mark to pass:

The minimum percentage of marks to pass the examination in each semester, shall be 40% in each written paper and Internal Assessment separately 50% in the aggregate of each semester examination.

6.0 PRACTICAL TRAINING

- (a) Every full-time student of M.B.A. programme shall be required to undergo practical training for six to ten weeks, preferably, during summer vacation, in an organization and in the area approved by the Head of Institute.
- (b) A full-time student will write a report based on his/her training & industrial visits organized by the Institute from time to time.
- (c) A part-time student will submit a brief Report/Project Report based on the area of his/her specialization, preferably in the candidates own organization.
- (d) All such Reports shall be certified by the concerned organization and the Head of the Department of SRK UNIVERSITY Institute. Such reports should be submitted in duplicate will be forwarded for evaluation.

- (e) The report shall be evaluated by examiner approved by the Vice- chancellor from the panel of examiners submitted by the Institute /Examination Committee, for the purpose.

7.0 COMPREHENSIVE VIVA -VOCE

There will be a comprehensive viva-voce at the end of the second semester (for full-time programme)/third semester (for part-Time programme) to assess the students progress in core subjects and other functional areas.

The second comprehensive viva-voce will be held at the Institute of the Fourth (full-time programme/sixth (part-time programme) semester to assess the students overall performance, on conclusion to the programme in general and to build confidence in them. Total marks allocated to this 'HEAD' shall be divided equally between the above two.

The aforesaid comprehensive viva-voce shall be conducted by the institute with the help of Examiners approved by the Vice-chancellor from the panel of examiners submitted by the Institute, for the purpose.

The mark& awarded to students shall be on the Record of the Institute and shall be forwarded to the Registrar of Examination on conclusion of the 4th (full time programme) 6th (part-time programme) semester examination, for incorporation in the final result of the student.

8.0 RE-APPEAR CLAUSE

As per decided by Board of Management on the recommendation of Board of Studies

9.0 AWARD OF DIVISION

No division shall be awarded in semester examinations. Successful candidates in all four/six semester examinations will be classified on the basis of combined result of 1st 2nd , 3rd and 4th semester for full -time and 1st, 2nd, 3rd, 4th, 5th and 6th semesters for part-time students respectively as follows:

Candidates securing 60% and above marks will be placed in the first division. All other successful candidates shall be placed in second divisions.

- 10.0** The details of courses for two year M.B.A. degree will be decided by Board of Management on the recommendation of Board of Studies & Academic Council.
- 11.0** The other rules regarding attendance, examination, merit list etc will be as per Ordinance of he University from time to time for this purpose .
- 12.0** 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.
- 13.** The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL**ORDINANCE****No. 18 of 2014****DIPLOMA IN PHARMACY (D. Pharma)****AS PER RULE 91 OF PHARMACY COUNCIL OF INDIA**

1. ELIGIBILITY FOR ADMISSION—No Candidate shall be admitted to Diploma in Pharmacy unless he/she had passed examination of 10+2 in Science securing 35% marks.

- (a) Pre-degree examination any other qualification approved by the Pharmacy Council of India as equivalent to any of the above exam.

2. DURATION OF THE COURSE—with each academic year spread over a period of not less than one hundred and eighty working days in addition to 500 hours practical training spread over a period of not less than 3 months.: The duration of the course shall be for two academic years,

3. ADMISSION OF CANDIDATES—The Diploma in Pharmacy Part - I shall be made in order of merit on previous qualifying exam or by 'Pre-Pharmacy Test' conducted in accordance with the scheme of Examinations and syllabus laid-down by the University.

4. FEES

As Per Statute No 26

5. COURSE OF STUDY:

The course study shall be as per decision of Board of. Management on the recommendation of Board of studies as per norms of Pharmacy Council of India

After having appeared in Part-II examination of Diploma in Pharmacy conduc

6. PRACTICAL TRAINING:

ted by Board/University or other approved examination Body or any other course accepted as being equivalent by the Pharmacy Council of India, a candidate shall be eligible to undergo practical training in one or more of the following institutions namely:

Hospitals/Dispensaries run by Central/State Government/Municipal corporations/ central Government Health scheme and Employees state Insurance scheme. A pharmacy, chemist and Druggist licensed under the Drugs and cosmetics Rules of State/ Govt. Of India

7. MODE OF EXAMINATIONS:

- (a) Each theory and practical examination in the subject mentioned shall be of three hours duration. A candidate who fails in theory or practical examination shall reappear in such theory or practical paper(s) as the case may be. Practical examination shall also consist of viva voce (oral) examination.
- (b) Award of sessional marks and maintenance of records. A regular record of both theory and practical class work and examinations conducted in an institution imparting training for Diploma in Pharmacy Part-I and Diploma in pharmacy Part-II courses, shall be maintained for each student in the institution and 20 marks for each theory and 20 marks for each practical subject shall be allotted as sessional.

There shall be at least three periodic sessional examinations during each academic year. The highest aggregate of any two performances shall form the basis of calculating sessional marks.

The sessional marks in practicals shall be allotted on the following basis:

Actual performance in the sessional examination.	10
Day to day assessment in the practical class work.	10

- (c) Minimum marks for passing the examination: A student shall not be declared to have passed Diploma in Pharmacy examination unless he/she secures atleast 40% marks in each of the subject separately in theory examination, including sessional marks and atleast 40% marks in each of the practical examination including sessional marks. The candidates securing 60% marks or above in aggregate in all subjects in a single attempt at the Diploma in Pharmacy (part-I) or Diploma in Pharmacy (part-II) examinations shall be declared to have passed in first class the Diploma in Pharmacy (part-I) or Diploma in Pharmacy (part II) examinations, as the case may be. Candidates securing 75% marks or above in any subject or subjects provided he/she passes in all the subjects in single attempt, will be given distinction in that subjects(s).
- (d) Eligibility for Promotion to Diploma in Pharmacy (Pt. II): All candidates who have appeared for all the subjects and passed the Diploma in pharmacy part-I class. However failure in more than two subjects (each Theory paper or practical examination shall be considered as a subject) shall debar him/her from promotion to the Diploma in Pharmacy Part-II class. Such candidates shall be examined in the failing subjects only at subsequent. A candidate who fails to pass D Pharm Part - I exam. in four attempts shall not allowed to continue the course.
- (e) Improvement of sessional marks: Candidates 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 of practicals shall be improved by appearing in additional practical examinations. Marks awarded to a candidate for day to day assessment in the practical class, can not be improved unless he/she attends regular course of study again.
- (f) Certificate of passing examination for Diploma in Pharmacy (part-II): Certificate of having passes the examination for the Diploma in pharmacy Part-II shall be granted by the Examining Authority to a successful student.
- (g) Certificate of Diploma in Pharmacy: A certificate of Diploma in pharmacy shall be granted by the Examining Authority to successful candidate on producing certificate of having passed the Diploma in Pharmacy part-I and Part-II and satisfactory completion of practical training for Diploma in pharmacy (part-III).
- (h) The chairman and at least one expert member of examining committee of the Examining Authority Concerned with appointment of examiners and conduct. of pharmacy examination should be persons possessing pharmacy Qualifications.

8. REGARDING EXAMINATION ATTENDANCE,

As per Ordinance No. 5 of the University for this purpose

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. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL**ORDINANCE****No. 19 of 2014****BACHELOR OF MEDICINE AND BACHELOR OF SURGERY (M.B.B.S.)****1. AIMS & OBJECTIVES****1.1 AIMS**

- (a) Graduate medical curriculum is oriented towards training
- (b) 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.
- (c) 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 essentials required for health care in our country. Training is designed to meet internationally acceptable standards.
- (d) 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.
- (e) 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.
- (f) 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.
- (g) 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.
- (h) The medical graduate of modern scientific medicine shall endeavour to become capable of functioning independently in both urban or 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.
- (i) 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.
- (j) 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 analyses information and to correlate them.
- (k) 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.

- (l) 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 first hand experience. Students will be encouraged to learn in small groups, through peer interactions so as to gain maximum 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.
- (m) 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.
- (n) Clinics shall be organized 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.
- (o) 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.
- (p) 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 compartmentalization of disciplines so as to achieve both horizontal and vertical integration in different phases.
- (q) 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.
- (r) 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.
- (s) 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 1/2 years Bachelor of Medicine and Bachelor of Surgery (MBBS) Course.

Institution shall insure that adequate financial and technical inputs are provided.
- (t) 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.
- (u) The Institution shall have a curriculum committee which would plan curricula and instructional method which will be regularly updated.
- (v) Integration of ICT in learning process will be implemented.

1.2 OBJECTIVES

At the end of undergraduate program, the medical student should be able to :

- (a) 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.

- (b) Learn every aspect of National policies on health and devote himself/herself to its practical implementation.
- (c) Achieve competence in practice of holistic medicine, encompassing promotive, preventive, curative and rehabilitative aspect of common diseases.
- (d) Develop scientific temper, acquire educational experience for proficiency in profession and promote healthy living.
- (e) Become exemplary citizen by observation of medical ethics and fulfilling social and professional obligations, so as to respond to national aspirations.
- (f) 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.
- (g) Be competent to practice preventive, promotive, curative and rehabilitative medicine in respect to the commonly encountered health problems.
- (h) Appreciate rationale for different therapeutic modalities; be familiar with the administration of the "essential drugs" and their common side effects.
- (i) 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.
- (j) 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.
- (k) Be familiar with the basic factors which are essential for the implementation of the National Health Programmes including practical aspects of the following :
 1. Family Welfare and Material and Child Health(MCH)
 2. Sanitation and water supply
 3. Prevention and control of communicable and non-communicable diseases
 4. Immunization
 5. Health Education
 6. IPHS standard of health at various level of service delivery, medical waste disposal.
 7. Organizational institutional arrangements.
- (l) 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.
- (m) 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.
- (n) Be able to work as a leading partner in health care teams and acquire proficiency in communication skills.
- (o) Be competent to work in a variety of health care settings.
- (p) 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.
- (q) All efforts must be made to equip the medical graduate to acquire the practical skills.

2.0 COURSE STRUCTURE

2.1 TRAINING PERIOD AND TIME DISTRIBUTION

- (a) Every student shall undergo a period of certified study extending over 4 1/2 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.
- (b) The period of 4 1/2 years is divided into three phases as follows—
- (c) 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).
- (d) 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.
- (e) 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.
- (f) Phase-III (Continuation of study of clinical subjects for seven semesters after passing Phase-I)
- (g) 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.
- (h) 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, Orthopaedic Surgery including Physio-therapy and Rehabilitation, Ophthalmology, Otorhinolaryngology, Anaesthesia, Dentistry, Radio-therapy etc. The Obstetrics & Gynaecology training will include family medicine, family welfare planning etc.

- (i) 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).
- (j) After passing pre-clinical subjects, 1 1/2 year (3 semesters) shall be devoted to para-clinical subjects. Phase II will be devoted to paraclinical & 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.
- (k) 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.
- (l) 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.

- (m) 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.

2.2 PHASE DISTRIBUTION AND TIMING OF EXAMINATION :

(a)	6 MONTHS	6 MONTHS	6 MONTHS
	1	2	I st professional examination (during second semester)
	3	4 5	II nd professional Examination (During Fifth Semester)
	6	7	III rd professional Part I (Running 7 th Sem)
	8	9	III rd professional Part II (Final Professional).

- Passing in 1st Professional is Compulsory before proceeding to phase II training.
- A student who fails in the IInd professional examination, shall not be allowed to appear IIIrd Professional Part I examination unless he passes all subjects of IInd Professional examination.
- Passing in IIIrd Professional (Part I) examination is not compulsory before entering for 8th & 9th semester training, however passing of IIIrd Professional (Part I) is compulsory for being eligible for IIIrd 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.

Total	3rd Sem	4th Sem	5th Sem	6th Sem	7th Sem	8th Sem	9th Sem	Total
Subject	(Wks)	(Wks)	(Wks)	(Wks)	(Wks)	(Wks)	(Wks)	(Wks)
General***								
Medicine	6		4		4	6	6	26
Paediatrics		2	-	2	2	4		10
Tuberculosis and Chest Diseases	-	2						02
Skin & STD		2		2		2		06
Psychiatry		-	2					02
Radiology*					2			02
General ****								
Surgery	6		4		4	6	6	26
Orthopaedics**			4	4			2	10
Ophthalmology		4		4			2	10
Ear Nose and Throat		4		4				8

Total	3rd Sem	4th Sem	5th Sem	6th Sem	7th Sem	8th Sem	9th Sem	Total
Subject	(Wks)	(Wks)	(Wks)	(Wks)	(Wks)	(Wks)	(Wks)	(Wks)
Obstetrics and Gynaecology including Family Welfare Planning	2	4	4		4	4	6	24
Community Medicine	4	4	-	4	-			12
Casualty				2				02
Dentistry					2			02
Total (in Weeks)	18	22	18	22	18	22	22	142

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 Radio diagnosis 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 did Family medicine and the 3rd semester posting shall be in Family Welfare Planning.

2.3 INTERNSHIP

- (a) 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.
- (b) 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 zoes models.
- (c) 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.

- (d) 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 maximize intern's opportunities to practice skills in patient care in rough approximation of the time allocation suggested.

(e) Internship Time Distribution

1. COMPULSORY

● Community Medicine	2 Months
● Medicine including 15 days of Psychiatry	2 Months
● Surgery including 15 days Anaesthesia	2 Months
● Obst./Gynae. including Family Welfare Planning	2 Months
● Paediatrics	1 Months
● Orthopaedics including PMR	1 Months
● ENT	15 Days
● Ophthalmology	15 Days
● Casualty	15 Days

2. Elective Posting (1x15 days)

Subjects for Elective posting will be as follows :

- Dermatology and Sexually Transmitted Diseases.
- Tuberculosis and Respiratory Diseases.
- Radio-Diagnosis
- Forensic Medicine
- Blood Bank
- Psychiatry

Note:—Structure internship with college assessment at the end of the internship.

2.3.6 Other Details

- ◆ All parts of the internship shall be done as far as possible in institutions of India. In case of any difficulties, the matter may be referred to the Medical Council of India to be considered on individual merit.
- ◆ 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 State Medical Council will grant provisional registration to the candidate on production of the provisional MBBS pass certificate. 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.

2.3.7 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
SCORE 0-5
 - ▲ 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.
 SCORE 0-5
 - ▲ Responsibility, punctuality, work up of case, involvement in treatment, follow-up reports.
SCORE 0-5
 - ▲ Capacity to work in a team (Behaviour with colleagues, nursing staff and relationship with paramedicals).
SCORE 0-5
 - ▲ Initiative, participation in discussions, research aptitude.
SCORE 0-5
- Poor / Fair / below average / average / above average / excellent
0 1 2 3 4 5

- 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.

3.0 ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION

- 3.1 **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 :
 - 3.1.1 He/she shall complete the age of 17 years on or before 31st December of the year of admission to the MBBS Course.

3.1.2 He/she has passed qualifying examination as under :

3.1.2.1 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

3.1.2.2 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.

Or

3.1.2.3 The pre-professional/pre-medical examination with Physics, Chemistry and Biology/Biotechnology, 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 & Biology/Bio-technology and also English as a compulsory subject.

Or

3.1.2.4 The first year of the three years degree course of a recognized University, with Physics, Chemistry and Biology/Bio-technology including a practical test in these subjects provided the examination is a "University Examination" and candidate has passed 10+2 with English at a level not less than a core course.

Or

3.1.2.5 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)/ Bio, technology and further that he/she has passed the earlier qualifying examination with the following subjects - Physics, Chemistry, Biology/Biotechnology and English.

Or

3.1.2.6 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.

Note:—

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.

3.2 Selection of Students: The selection of students to M.B.B.S. course shall be based solely on merit of the candidate and determination of merit shall be on the basis of a competitive entrance examination conducted by the SRK University any other Designated agency approved and authorized by the SRK University or as decided by Statutory Body.

● 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 taken together in the competitive examination.

- In respect of candidates belonging to Scheduled Castes, Scheduled Tribes or other categories the marks obtained in Physics, Chemistry and Biology/Bio-technology 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 MBBS course, he shall not be admitted to that course until he fulfills the eligibility criteria.
- Provided 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.

3.3 Migration

- (a) 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 by the Medical Council of India only in exceptional cases on extreme compassionate grounds, provided following criteria are fulfilled. Routine migrations on other grounds shall not be allowed.
- (b) Both the colleges, i.e. one at which the student is studying at present and one to which migration is sought, are recognized by the Medical Council of India.
- (c) The applicant candidate should have passed first professional MBBS examination.
- (d) 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.
- (e) Migration during clinical course of study shall not be allowed on any ground.
- (f) 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.
- (g) 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.
- (h) 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.
- (i) 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.

- (j) 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.
- (k) 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 which that college is affiliated. He/She shall submit his application for migration within a period 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.
- (l) 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 12(1)

Note-1: The SRK 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.

4.0 COMMENCEMENT OF COURSE

- (a) The M.B.B.S. course shall commence with effect from 1st August of respective year or as per prevailing rules.
- (b) 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.

5.0 REGULATION RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENTS

- (a) 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

- (a) It shall be based on day to day assessment (see note), evaluation of student assignment, preparation for seminar, clinical case presentation etc.
- (b) Regular periodical examinations shall be conducted throughout the course. The questions of number of examinations shall be decided by the Institutions.
- (c) Day to day records shall be given importance during internal assessment

- (d) Weightage for the internal assessment shall be 20% of the total marks in each subject.
- (e) 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.
- (f) 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.

6.0 APPOINTMENT OF EXAMINERS

- (a) 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 atleast 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.
- (b) 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.
- (c) 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.
- (d) External examiners shall not be from the same university and preferably be from outside the state.
- (e) The internal examiner in a subject shall not accept external examinership for a college from which external examiner is appointed in his subject.
- (f) External examiners shall rotate at an interval of 2 years.
- (g) There shall be a Chairman of the Board of paper-setters who shall be an internal examiner and shall moderate the questions.
- (h) 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.

7.0 UNIVERSITY EXAMINATIONS: THEORY AND PRACTICAL

- (a) 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 short structure/objective type.
- (b) Practicals/clinicals 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/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
- (c) 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.
- (d) 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.
- (e) Question papers should preferably be of short structure/objective type.
- (f) 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.
- (g) During evaluation it shall be ascertained if the candidate has acquired the desired practical skills.
- (h) 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:-
- (i) First Professional:—
In the second Semester of Phase I training, in the subjects of Anatomy, Physiology and Bio-Chemistry.
- (j) Second Professional:—
In the Fifth Semester of Phase II training, in the subjects of Pathology, Microbiology, Pharmacy and Forensic Medicine.
- (k) Third Professional :—
Part I- in the Seventh Semester of Phase III, in the subjects of Ophthalmology, Oto-rhyno-laryngology and Community Medicine.
- (l) Third Professional :—
II-(Final Professional) - At the end of Phase III training in the subjects 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 IInd professional examination, should not be allowed to appear IIIrd Professional Part 1 examination unless he passes all subjects of IInd Professional examination.
Passing in IIIrd Professional (Part-1) is compulsory for being eligible for IIIrd Professional (Part II) examination.

(m) Distribution of marks to various disciplines:

- First Professional examination:(Pre-clinical Subjects):-
- 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

(n) 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

(o) 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

- (p) 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.

7.9.2 Second Professional Examination: (Para-clinical subjects)**(a) 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) 30 marks
- Total 150 marks

(b) 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

(c) 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

(d) Forensic Medicine

- Theory-one paper 40 marks
- Oral (Viva) 10 marks
- Practical/Clinicals 30 marks
- Internal assessment
- (Theory-10; Practical-10) 20 marks
- Total 100 marks

- (e) **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.

7.9.3 Third Professional - Part I

To be conducted during end period of seventh semester.

(a) 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

(b) 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 20 marks (Theory -10 Practical-10)
Total 100 marks

(c) 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

- (d) **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.

7.9.4 Third Professional - Part II

Each paper shall have two sections. Questions requiring essay type answers may be avoided.

(a) 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.)

(Shall contain one question on basic sciences and allied subjects)

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

(b) 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 Radiology. (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 Orthopaedics. The questions on Orthopaedic Surgery be set and assessed by examiners who are teachers in the Orthopaedic surgery.

(c) Obstetrics and Gynaecology

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

(d) 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

- (e) **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.

7.10 Criteria for passing

- (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 IInd professional examination, should not be allowed to appear IIIrd Professional Part I examination unless he passes all subjects of IInd Professional examination.
- (d) Passing in IIIrd Professional (Part-1) is compulsory for being eligible for IIIrd Professional (Part II) examination.

7.11 Division and Merit list

- (a) The division shall be awarded only after 3rd part II university examination and shall be based on the aggregate marks obtained by the candidate at his /her successful attempts at the 1st, 2nd, 3rd part I and 3rd part II M.B.B.S. University examinations. There shall be only three divisions as follows:—

— 1st division with honors	:	75 % and above
— 1st division		60 % and above but below 75%
— 2 nd division		50 % and above but below 60%
- (b) The merit shall be declared by the university after the declaration of result of 3rd 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.

7.12 Condonation of deficiency in marks

- (a) 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.
- (b) After condonation of marks the result of the concerned M.B.B.S. university examination shall be declared as “Pass by condonation” or “Pass by grace”.

8.0 REVALUATION I RE-TOTALING

- (a) 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.
- (b) 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.

9.0 CANCELLATION OF ADMISSION

- (a) 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:
- (b) He/ She is not found to be qualified or eligible as per MCI norms and guidelines.
- (c) He/She is found to have produced false / forged documents or found to have used unfair means to secure admission.
- (d) He/ She is found to be involved in serious breach of discipline in the institution or the university campus.

APPENDIX-A

Prescribed Teaching Hours

Following minimum teaching hours are prescribed in various disciplines :

A. Pre-Clinical Subjects : (Phase-I-First and Second Semester)

Anatomy	650 Hrs.
Physiology	480 Hrs.
Biochemistry	240 Hrs.
Community Medicine	60 Hrs.

B. Para-Clinical Subjects: (Phase-II-5th to 7th Semester)

Pathology	300 Hrs.
Pharmacology	300 Hrs.
Microbiology	250 Hrs.
Community Medicine :	200 Hrs.
(including 8 weeks postings of 3 hrs each)	
Forensic Medicine	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)

C. Clinical Subjects

1. Clinical postings as per chart attached.
2. 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.	300 Hours

Note.—

This period of training is minimum suggested.

Adjustments where required depending on availability of time shall be made. This period of training does not include university examination period. Extra time available be devoted to other Sub-specialities.

Clinical methods in Medicine and Surgery for whole class will be for 2 weeks each respectively at the start of 3rd semester.

This posting shall include training in Radiodiagnosis.

This posting includes exposure to Rehabilitation Physiotherapy

This posting includes exposure to laboratory medicine and infectious diseases.

This posting includes exposure to dressing and Anesthesia.

This includes maternity training and Family medicine and the 3rd semester posting shall be in family Welfare Planning.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL**ORDINANCE****No. 20 of 2014****B.H.M.S. (BACHELOR OF HOMOEOPATHIC MEDICINE AND SURGERY)****1. DEFINITIONS :**

- a. Academic programme / programmes: shall mean a programme courses leading to award of B.H.M.S. (Bachelor of Homoeopathic Medicine and Surgery) degree. As per the guideline, rules and policies of regulatory council and the government of Madhya Pradesh.
- b. Board of Studies (BOS) shall mean the Board of Studies of the School concerned of the University.
- c. Course means a component of Academic Programme, carrying a distinctive code number.
- d. External examiner shall mean an examiner who is not in the employment of the University or its affiliated institutions.
- e. Student shall mean a person admitted to the University and its affiliated institutions for the academic programme to which this Ordinance is applicable.
- f. University shall mean SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL.

2. The University shall hold examinations for the academic programme, as is approved by the Academic Council and for awarding B.H.M.S. degree, as per the prescribed Schemes of Teaching and Examinations and Syllabus as approved by the Academic Council.

3. Admissions of the students shall be made by the institution/college, under the overall supervision of the University, as per the guidelines decided by the Academic Programme Committee, in accordance with the Govt. policy, and for the programmes/intake for which the University has granted affiliation. 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.

Examinations shall be open to regular students so admitted, who have undergone a course of study in the institution/ college, for a period specified for that programme of study in the Scheme of Teaching & Examination and Syllabus.

Provided further, that a student may be debarred from appearing in the examination of one or more courses as provided in Clause 7 of this Ordinance.

4. ACADEMIC PROGRAMME COMMITTEE

- a. There shall be an Academic Programme Committee in the concerned school of study of the University and programme-wise Academic Programme Committee(s) in affiliated institutions.
- b. (i) In the case of school of study of the University, all the teachers of the school not exceeding twenty five shall constitute the Academic Programme Committee of which the Dean of the school shall act as its Chairman. This Committee shall coordinate the implementation of the courses for optimum utilisation of resources.
- (ii) In the case of affiliated institutions, full time university recognised teachers not exceeding twenty five involved in the teaching of the course in an institution/ college shall constitute the Academic Programme Committee for that programme.

This Committee shall be headed by the Director/Principal of that institution / college, or another member of the Committee so nominated by him. This Committee shall coordinate the implementation of the courses for optimum utilisation of resources and shall also coordinate with Programme Coordination Committees as constituted by the University.

- c. The Academic programme Committees shall also perform other tasks as assigned to it by the Board of studies of the concerned School of study of the University or by the Director/Principal of the concerned affiliated institution.
- d. The Academic Programme Committee shall meet as and when required but at least once during every six months. The Chairman of the Committee will convene the meetings.

4.1 Eligibility

For admission to BAMS/BHMS/BUMS/BNYS 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 basis 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 Ayurveda/ Homeopathy/Unani/Naturopathy & Yoga Colleges until the candidate has completed or shall complete the age of 17 years on or before 31st December of the year of examination.

5. PROGRAMME COORDINATION COMMITTEE

In order to facilitate academic coordination between different institutions running the same programme, a Programme Coordination Committee may be constituted by the University, if deemed desirable. The Directors/Principals of the concerned affiliated institutions shall be members of this Committee. The Committee shall be headed by the Dean of the University/ Director/ Principal to be nominated by the Vice-Chancellor.

The Committee shall coordinate the implementation of the academic programme to include timely coverage of the courses and uniformity in internal assessment/class tests. The Committee shall also assist in preparation of model question papers, if required, prepare guidelines for practical examinations and suggest names for panels of examiners. The Committee may also suggest any modifications in the syllabus, undertake comprehensive review of syllabus.

6. VACATION FOR STUDENTS

Vacation for students shall be, as notified in the Academic Calendar every year by the University.

7. 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, provided that the Dean of the school in case of University Schools and Principal/Director in case of University maintained /affiliated institutes may conduct attendance shortage up to 5% for individual student for reasons to be recorded. However, under no condition, a student who has an aggregate attendance of less than 70% in an Academic year shall be not allowed to appear in the Annual examination.

Student who has been detained due to shortage of attendance shall not be allowed to be promoted to the next Academic year and he/she will be required to take readmission and repeat all courses of the said academic year with the next batch of students. The University Enrolment number of such

student shall however remain unchanged. Dean of the School/ Director I Principal shall announce the names of all such students who are not eligible to appear in the Annual examination, at least 5 calendar days before the start of the examination and simultaneously intimate the same to the Controller of Examinations. In case any student appears by default, who in fact has been detained by the Institution/ college, his / her result shall be treated as null and void.

8. CURRICULUM OF THE PROGRAMME

Curriculum of the B.H.M.S. courses, theory and practical's shall be as approved by the Academic Council.

9. (A) MINIMUM TEACHING HOURS, EXAMINATION & EVALUATION, CRITERIA FOR PASSING COURSES, MARKS AND DIVISIONS

- (i) Any undergraduate may be admitted to the First B.H.M.S. examination provided that he has regularly attended, the following courses of instruction in the subjects of the examination, theoretical and practical for not less than one and half years in the college / institution to the satisfaction of the Principal / Director / Principal of the institution.
- (ii) A candidate securing 75% or above marks in any of the subjects shall be declared to receive honours in that subjects provided he has passed the examination in the first attempt.
- (iii) 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).
- (iv) 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. .
- (v) 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.

10. RESULTS AND READMISSION TO EXAMINATION

- (i) 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.
- (ii) Candidates who has 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.
- (iii) Facility to keep term: Not withstanding with the foregoing regulations, the students shall be allowed the facility to keep term on the following conditions:
 - (a) 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.
 - (b) 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.
 - (c) No candidate shall be given more than 4 chances to appear in First B.H.M.S. examination in the same subject.

- (iv) 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 (iii) above.
- (v) 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.
- (vi) 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.

- (vii) 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.
- (viii) Grace marks may be awarded to the students at the discretion of the University/ 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.

11. EXAMINERS

No person other than the holder of a Diploma obtained after 4 years of study or a Degree in Homoeopathy or a person possessing qualification included in the Third Schedule shall be appointed as an internal or external examiner or paper setter for the conduct of a professional examination for the B.H.M.S. (Degree) any course.

Provided that : -

- (a) No such person shall be appointed as an internal examiner unless he has at least three year's teaching experience in the subject.
- (b) No person below the rank of a Reader / Assistant Professor in the subject of a Degree level institution/ college shall be appointed as an internal examiner.
- (c) No person shall be appointed as an external examiner in any allied medical subject unless he possesses a recognised medical qualification as required for appointment to a relative teaching post in accordance with Annexure B, of the Homoeopathy (Minimum Standard of Education) Regulation, 1983 / MSR 2013.
- (d) External examiners shall be appointed only from the teaching staff of recognised Homoeopathic College and Colleges of Modern Medicine.
- (e) Not more than one-third of the total number of external examiners shall be from amongst practitioners in Homoeopathy or Modern Medicine who, in the opinion of the examining body are practitioners of reputed and who have obtained a Homoeopathic qualification or a medical qualification recognized under the Indian Medical Council Act, 1956; MCH 2013.

12. INTERNSHIP

1. Training in paediatric department to understand paediatric problems and their management through Homoeopathy.

2. 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.
3. He should be exposed to various community based health activities, health programmes, their implementations and organisational 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.
4. 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.

5. 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.

6. 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.

7. 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.

8. Attendance

Minimum attendance of each internee shall not be less than 80%.

9. 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.
 - (i) 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.
 - (ii) 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.

- (iii) 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.

- (iv) 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.
 - (v) Each candidate shall complete the internship training at the maximum within a period of 24 months after passing the final year examination.
12. The internship training shall be regulated by the Principal in consultation with concerned Heads of Departments and R.M.O. as under:—
- (i) 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.
 - (ii) 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 be given, a chance to present their cases for discussion, and, concerned teachers/ R.M.O. shall assess performance of each of interns.

(iv) Rotation of intern-students shall be as under:

- (a) Practice of Medicine- 8 months wherein internee will be rotated in each Psychology, Respiratory, Gastro-intestinal, Endocrinology, Skin and V.D., Locomotor, Cardiology, Paediatrics sections.
 - (b) Surgery - 1 month
 - (c) Obstetrics & Gynaecology - 2 months (1 month each (including Reproductive & child health care))
 - (d) Community medicine (including PHC/ CHC) -1 month
- (iv) 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.
 - (v) 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.
 - (vi) 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.
 - (vii) 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 Gynaecology, records of 5 surgical cases assisted by him (and demonstrational knowledge of dressings) in Surgery department, and records of knowledge gained in Primary Health Centres, Community Health Centres, various health programmes.

- (viii) It shall be compulsory for each intern-student to prove at least one drug during the Period of internship.
- (ix) 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.
- (x) 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.
- (xi) Each intern-student shall be made to learn importance of maintaining statistics and records, intern-student shall also be familiarized with research-methodology.

13. (i) Each internee shall have not less than 80% of attendance during the internship training.

(ii) 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 for Homoeopathy, the provision of the above clause shall be modified to the extent.

14 (a) USE OF UNFAIR MEANS

All cases regarding reported use of Unfair Means in the examination shall be placed before a Standing Unfair Means Committee to be constituted by the Principal / Director of the institution / college for decision in individual cases, and recommending penalties, if any. The actions deemed as "Use of Unfair Means" shall be specified by the Academic Programme Committee and procedure for dealing with cases of suspected/alleged/reported use of unfair means shall also be approved by the Academic Programme Committee.

(b) STUDENTS GRIEVANCE COMMITTEE

In case of any written representation / complaints received from the students within seven days after completion of the examination regarding setting up of question paper etc. along with specific recommendations of Principal / Director of the institution/ college, the same shall be considered by the Students Grievance Committee to be constituted by the Vice Chancellor. The Vice Chancellor shall take appropriate decision on the recommendations of the Students Grievance Committee, before the declaration of result(s) of the said examination.

15. AWARD OF DEGREE

A student shall be awarded a degree if:

- a. 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.
 - b. There are no dues outstanding in his/her name to the University/Affiliated Institution: and
 - c. No disciplinary action is pending against him/her.
16. Subject to the provisions of the Act, the Statutes and the Ordinances such administrative issues as disorderly conduct in examinations, other malpractices dates for submission of examination forms, issue of duplicate degrees, instructions to examiners, superintendents, invigilators, their remuneration and any other matter connected with the conduct of examinations will be dealt with as per the guidelines approved for the purposes by the Academic Council.
17. 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 of the Schools. The decision of the Vice-Chancellor shall be final.
18. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 21 of 2014
DIPLOMA IN ENGINEERING (3 YEARS)

1.0 THREE YEARS DIPLOMA PROGRAMMES

hereafter referred as Diploma in disciplines of Engineering/Technology or Vocation/ Occupation based disciplines of three-years (six-semester) duration, herein after called 3-YDP, shall be designated as DIPLOMA in respective Branch. 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.

1.1 This Diploma shall include the branches of Applied Videography, Architecture, Cement Technology, Computer Science and Engineering, Costume Design and Dress making, Electronics (Y-Scheme), Electronics & Telecommunication Engg., Food Technology, Garment Technology, Instrumentation Engg., Interior Decoration and Design, Information Technology, Metallurgy, Mining and Mine Surveying, Modern Office Management, Opto-Electronics, Production Engg., Textile Design.

1.1 (a) This Diploma shall include the branches of Automobile Engineering, Chemical Engineering, Civil Engineering, Computer Science and Engineering, Construction Technology and Management, Electrical Engineering, Electronics & Telecommunication Engg., Mechanical Engineering, Refinery and Petro, Chemical Engineering, Plastic Technology, Printing Technology, Refrigeration and Air Conditioning Engineering, Textile Technology, Ophthalmic Technology, Architectural Assistantship, Architecture and Interior Design, Electronics and Instrumentation.

(b) This Diploma shall include the branches of computer hardware and maintenance, electrical and electronics engineering, electronics

1.2 The studies and examinations of these Diploma programmes shall be on the basis of semester system.

2.0 RULES FOR ADMISSIONS

2.1 For admission to the first semester of the following Diploma programme, The minimum qualification shall be the passing of 10th std/SSC examination scheme with Science (Physics and Chemistry) and Mathematics as main subjects conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University, atleast 35% marks at the qualifying examination.

Civil engineering, Electrical Engineering, Mechanical Engineering, Computer Science and Engineering, Electronics and Telecommunication Engineering , Electronics, Computer Hardware Maintenance, Electronics and Instrumentation Engineering, Information Technology

2.2 The minimum qualification for admission to the first semester of the following Diploma programmes :

Automobile Engineering Cement Technology, Construction Technology and Management food Technology, Garment Technology, Instrumentation Engg., Metallurgy, Mining and Mine Surveying, Opto-Electronics, Production Engg., Textile Design. Refinery and Petro Chemicals Engineering, Plastic Technology, Printing Technology, Refrigeration and Air Conditioning Engineering, Textile Technology, Ophthalmic Technology, Architectural Assistantship, Architecture and Interior design, shall be the passing of 10th class or higher under (10+2) Education scheme with Science (Physics and Chemistry) and Mathematics and by obtaining minimum 35% marks collectively in that, conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.

Candidates for above programmes shall be admitted to the Colleges/Institutions by Merit based on the percentage of total marks obtained in Science (Physics and Chemistry) and Mathematics in qualifying examination. Norms of statutory bodies will be applicable for SC/ST /Other category.

Women candidates are not eligible for admission to Mining and Mine Surveying Programme. Candidate seeking admission to Mining and Mine Surveying Programme should not be below the age of 16 years (for admission in Polytechnics of MP) on 1st January that year in which admission is sought. Candidates, who are not physically fit to work as per the standards of working in Mines, will not be eligible for admission. Candidates will be eligible for admission only after producing the required Medical certificate as per the standards of working in Mines.

2.3 The minimum qualification for admission to the first semester of the following Diploma programmes:

Costume Design & Dress Making, Interior Decoration & Design shall be the passing of 10th class or higher examination under (10+2) education scheme conducted by M.P. Board of Secondary Education or an equivalent Examination from recognized Board /University. Candidates for above programmes shall be admitted to the Colleges/Institutions by Merit based on the percentage of total marks obtained in qualifying examination.

2.4 The minimum qualification for admission to the first semester of the following Diploma programmes:

APPLIED VIDEOGRAPHY, ARCHITECTURE

Candidate shall have passed 12th class examination under (10+2) education scheme with Physics, Chemistry and Mathematics subjects obtaining minimum 50% marks collectively in that, conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University. Candidates for above programmes shall be admitted to the Colleges/Institutions by Merit based on the percentage of total marks obtained in Physics, Chemistry and Mathematics in qualifying examination. SC/ST and OBC candidates are not required to obtain minimum 60% marks.

2.5 The minimum qualification for admission to the first semester of the following Diploma programmes:

MODERN OFFICE MANAGEMENT

shall be the passing of 12th class examination under (10+2) education scheme with any subject group conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University. Candidates for above programmes shall be admitted to the Colleges/Institutions by Merit based on the percentage of total marks obtained in theory papers of qualifying examination.

In general, the rules framed by respective statutory bodies enforced from time-to-time or any other competent authority of the respective State Government shall govern admissions/ readmission, to all Diploma Programmes in Polytechnics and other institutions.

2.6 No credit / relaxation or exemption in courses or duration shall be granted to candidates for pursuing Diploma programme of the University on the basis of their already possessing a Diploma in engineering/technology or any other discipline.

2.7 The head of college/Institutions shall send a complete list of all students admitted to various semesters of different programmes for the session as per academic calendar.

2.8 Lateral Entry:

Admission in 3rd Semester / 2nd Year by Lateral Entry School have passed 10+2 class with 2 years ITI course in particular Trade.

3.0 RULES FOR MAXIMUM DURATION OF THE PROGRAMME

3.1 There shall be normally 90 days of teaching in every semester.

3.2 A candidate may provisionally continue his/her studies in higher semesters class after the examinations of the semester he/she appeared are over. However, his/her eligibility shall be evaluated only after the results of semesters are declared in which he/she had appeared.

- 3.3 The maximum duration for passing all the courses (theory, practicals and Industrial Training etc.) of the programme shall be SIX years for 3 years Diploma Programmes, no separate time will be given to students for medical or any reason, whatsoever. Candidates debarred from examination due to UFM cases or any other reason will also have to clear their Diploma programme in the duration mentioned above. Names of those candidates, who are unable to clear their Diploma programme in the stipulated period, will be struck off from the roll list of the college and enrolment of the University.
- 3.4 If such a candidate decides again to enroll himself/herself for any of the Diploma programme, he/she will have to seek fresh admission as per the rule mentioned in clause 2.0 above and on seeking a fresh admission, such candidates will not be entitled for any credit or exemption from University for the courses passed by them in the previous Diploma programme of study.

4.0 RULES FOR EXAMINATIONS

- 4.1 There shall be University Examination at the end of each semester.
- 4.2 These Examinations common to all branches, shall be named as follows:

(a) FIRST YEAR

- First Semester Diploma Exam. (Branch wise)
- Second Semester Diploma Exam. (Branch wise)

(b) SECOND YEAR

- Third semester Diploma Exam. (Branch wise)
- Fourth semester Diploma Exam. (Branch wise)

(c) THIRD YEAR

- Fifth semester Diploma Exam. (Branch wise)
- Sixth semester Diploma Exam. (Branch wise)

- 4.3 The examinations of First semester (I), Third semester (III) and Fifth semester (V) called odd semesters, shall generally be held in the months of November-December. Similarly the examinations of Second semester (II) Fourth semester (IV) and Sixth semester (VI) called even semesters, shall generally be held in the months of May- June, the dates of which shall be notified to all the concerned Colleges/Institutions.

5.0 ELIGIBILITY FOR APPEARING IN THE EXAMINATION

- 5.1 A candidate who has filled up the examination form and deposited the required amount of examination fees will be eligible to appear in the EXAMINATION, provided he/she has completed the required 75% of attendance in each theory and practical subject and also completed the prescribed sessional work i.e. TERM WORK (if any) and LAB WORK (if any) as provided in the scheme of examination and has secured 60% marks in each TERM WORK and LAB WORK.
- 5.2 A candidate who has filled up the examination form and deposited the required amount of examination fees but has not completed the required 75% of attendance in each theory and practical subject will be detained from appearing in the semester EXAMINATION and similarly if the candidate has not completed the sessional work i.e. TERM and LAB WORK (if any), will also be detained from appearing in the semester examination. The completion of sessional works means that the candidate has successfully completed the sessional work by attending classes/ practicals regularly and has secured a minimum of 60% marks in each term and laboratory work.

The sessional work (Term work/ Lab Work, if any) must be completed and submitted in the institution at least 15 days before the commencement of theory examination.

- 5.3 A candidate, who has filled the examination form and deposited the required amount of examination fees and also completed the condition mentioned in Clause 5.1 but could not appear in the semester EXAMINATION. For appearing in the next semester Examination, he will have to fill up the examination form and deposit prescribed examination fees. Fees already paid by him/her for the earlier Semester Examination shall not be adjusted/ refunded.
- 5.4 A candidate who has neither filled the EXAMINATION form nor deposited the required amount of EXAMINATION Fees for the Semester Examination and/ or detained due to lack of prescribed attendance or submission of sessionals as prescribed in Clause 5.2 above will have no claim for appearing in the semester examination and such candidate will have to seek fresh admission in the same class in the next academic session as a regular candidate if he/she so desires and will have to repeat the course. The student will be granted re-admission by the principal of the concerned institution against the seats earmarked for the repeater candidate, if available.
- 5.5 In case of change in curriculum of a Diploma programme, University shall conduct minimum two examinations in the previous curriculum and thereafter (if the need be) , students shall have to appear in the equivalent cd ses of new and revised curriculum however University shall conduct examination of those courses of previous curriculum (old), which do not have equivalent courses in the revised curriculum.

6.0 RULES FOR PROMOTION TO HIGHER SEMESTER/CLASS.

- 6.1 A candidate who has appeared in First Semester Examination will be promoted to the Second semester irrespective of the number of Courses (subjects) cleared by him/her.
- 6.2 A candidate who has appeared in Second Semester examination will not be promoted to the third semester unless he/she clears all the theory papers and practicals of first and second semester except eight subjects (irrespective of theory or practical) of first and second semester taken together. Theory and practical subject will be treated as separate subjects.
- 6.3 A candidate who has appeared in Third semester will be promoted from Third semester to Fourth semester irrespective of the number of courses (subjects) cleared by him/her.
- 6.4 A candidate who has appeared in Fourth semester examination will not be promoted to the Fifth semester unless he/she clears all the theory papers and practicals of first to fourth semester except eight subjects (irrespective of theory or practical) of first to forth semesters taken together. Theory and practical subject will be treated as separate subjects.
- 6.5 A candidate who has appeared in Fifth semester examination will be promoted to the Sixth semester irrespective of the number of courses (subjects) cleared by him/her.

7.0 RULES FOR PASSING EXAMINATIONS

7.1 BASIS OF MARKS

- 7.1.1 The basis of marks obtained in each semester examination shall be the scheme of examination of courses for individual semesters as prescribed by respective Board of Studies and duly approved by Academic Council of University.
- 7.1.2 For the evaluation of End of the Semester exam in Practicals, one external examiner shall always be there from outside the College/Institution and one internal examiner from the College/ Institution.
- 7.1.3 In the schemes of Diploma programmes, where flexibility has been provided to students for selection of courses, once a student in a particular group of electives has made the choice of elective course, it cannot be changed for future study/examination.

8.0 RULES FOR PASS

- 8.1 To pass the examination a candidate has to obtain a minimum of 60% marks in each sessional work i.e. term work, class work and lab work. 33% marks in each theory paper, a minimum of 40% marks in each practical course.

- 8.2 There will be no minimum pass marks for the progressive assessment tests.
- 8.3 A candidate who has appeared in the sixth semester examination will be
- Declared passed, provided he/she has passed all the courses (subjects) of I to VI Semesters examinations.
 - Declared failed if he/she has failed in any number of courses (subjects) of sixth semester and/or of the previous semesters and number of failed courses (subjects). The students belonging to this category will be treated as ex- student for future examinations.
- 8.4. The final result of the candidate, who has appeared in the sixth and final semester examination will be withheld if he/she has cleared all the courses (subjects) of sixth semester but has failed to clear any course/s (subject/s) of I to V semester examination.

9.0 RULES FOR AWARD OF DIVISION AND DIPLOMA

- 9.1 The final Division of the respective Diploma Programme will be awarded to the students on the basis of aggregate marks obtained by him/her in final year. The result of the candidate will be declared on the basis of the marks secured by the candidate in fifth and sixth semesters taken together.
- 9.2
- A candidate securing 75% marks or above in aggregate will be awarded FIRST DIVISION HONOURS.
 - A candidate securing 65% marks or more in aggregate but less than 75% will be placed in FIRST DIVISION.
 - A candidate securing 50% marks or more in aggregate but less than 65% marks will be placed in SECOND DIVISION.
 - Candidates securing less than 50% marks in aggregate but secures the minimum pass marks in each theory, practical subjects and Industrial training will be placed in PASS DIVISION.
- 9.3 A candidate who is either awarded compartment or declared failed and appears in the subsequent examination in compartmental /failed courses (subjects), he/she will also be awarded division consistent with his/her aggregate arrived at by adding the actual marks obtained by him/her in the compartmental or failed courses (subjects) when cleared by him/her.
- 9.4 Concerned Polytechnics/Institutions may issue a provisional statement of marks on demand to such students, who have cleared all the courses specified for that programme, till such time the University declares its result or issues original mark sheet of that Programme or College/Institute.
- 9.5 In case any discrepancy in respect of any candidate is noticed regarding his eligibility or otherwise even after declaration of result, the University reserves the right to amend or cancel the result of such candidate.

10.0 RULES FOR CONDONATION OF DEFICIENCY IN MARKS

With a view to moderate hard line cases in the examination, the following rules shall be observed:

- 10.1 Deficiency up to a total of 5 marks be condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two theory papers. This facility shall be available only to those candidates who pass that particular semester examination in full by availing 5 grace marks in the courses in which candidate has appeared in current examination.

- 10.2 While declaring result of the candidate no marks shall be added to or subtracted from the aggregate for the deficiency condoned as above. However, he/she will pass the courses (subjects) cleared through clause.
- 10.3. After condoning the deficiency the candidate's result shall be declared in the division, for which the aggregate obtained by him/her entitles.
- 10.4 One grace mark will be awarded to the candidate who is failing/missing distinction/ missing first division by one mark, on behalf of the Vice- Chancellor in the DIPLOMA examination. This benefit will not, however, be available to a candidate getting advantage under clause 10.1.

11.0 DECLARATION OF MERIT LISTS

- 11.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 11.2 University shall declare the final Branch wise merit list only after the main examination of the sixth and final semester for DIPLOMA. The merit list shall include the first ten candidates securing at least First Division and passing all the semesters' examinations in single attempts.

12.0 RULES FOR ATTENDANCE

- 12.1 Candidates appearing as regular students for any semester examination are required to attend 75 percent of the lectures delivered and of the practical classes held separately in each course of study, provided that a short fall in attendance up to 10% and a further 5% can be condoned by the principal of the college and Vice- Chancellor of the University respectively for satisfactory reasons.
- 12.2 If a student remains absent from classes, without assigning any reason, he/she will have to pay fine as prescribed by the University.

13.0 RULES FOR IMPROVEMENT OF DIVISION IN FINAL DIPLOMA

- 13.1 If a candidate has passed all the semester examinations in full, he/she shall be permitted to reappear in that examination for improvement in division provided the candidates makes an application within Two Months from the date of passing/ declaration of result of the said programme. Candidates will be allowed to appear as an ex-student in all the theory examination of final year (5th & 6th semesters) except Industrial training, of the respective Diploma programme.

In case of change in curriculum, candidate will be allowed to improve division in the old curriculum, till the University of is conducting examination of old curriculum.

- 13.2 Re-valuation and Re-totalling is not allowed in the cases of improvement in division.

14.0 RULES FOR PURSUING SECOND DIPLOMA PROGRAMME

Candidates are allowed to enroll for second Diploma programme of the University, after acquiring one Diploma of Engineering/Technology disciplines, but admission for above course is as per clause 2.0.

The University reserves the right to frame, amend or cancel any rule or a part there of at any time and the candidate shall be subjected to such rules made by the University from time to time.

- 15.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 22 of 2014
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 promotive, preventive, curative, and rehabilitative services.
- 1.1.2 Prepare nurses, who can make independent decisions in nursing situations, protect the rights 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 promotive 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).

6.0 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.

7.0 EXAMINATION

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**

Subject		Assessment			
Paper No.	Theory	Hours	Internal	External	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				
1	Nursing Foundations	-	100	100	200

B.Sc. (N) Second Year

Subject		Assessment			
PaperNo.	Theory	Hours	Internal	External	Total
8.	Sociology	3	25	75	100
9.	Medical Surgical Nursing (Adult including geriatrics)-I	3	25	75	100
10.	Pharmacology, Pathology & Genetics	3	25	75	100
11.	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

Subject		Assessment			
Paper No.	Theory	Hours	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 geriatrics) - 11		50	50	100
4.	Child Health Nursing		50	50	100
5.	Mental Health Nursing		50	50	100

B.Sc. (N) Fourth Year

Subject		Assessment			
Paper No.	Theory	Hours	Internal	External	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 Services and Education	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 with 38 marks, Section B of Pathology of 25 and Genetics with 12 marks.
- 7.3.9 Nursing Research & Statistics-Nursing 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 College 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 and 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 mid session supplementary papers, candidates will be given an opportunity to appear in the main examination of IInd 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 IInd 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 mid session supplementary examination.

- 7.5.6 A candidate, who appears in IInd year main examination and fails in any of the subjects will be permitted to appear in mid session supplementary examination and there after provisionally along with failed IInd year subject, but if any candidates fails in IInd year subject the candidates IIIrd 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 mid session 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 or 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 of all main subjects.
- 9.3 Second Division - Less than 60% in the aggregate of marks in all main subject.
- 9.4 Pass Class - Shall be awarded to the candidate passing with supplementary or more than one attempt.

10.1 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 years teaching experience working in any nursing institute conducting nursing courses can be appointed.

11.1 Practical examiner

- 11.2.1 One internal and one external examiner 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 speciality shall be considered.

12.0 REVALUATION / RE-TOTALING

- 12.1 Revaluation and re-totaling of marks is permitted for theory papers only. The University, on receipt of 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 SRK 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	
	(37 wk 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	45		
**Hindi /Regional language	30		
Library work / Self Study			50
Co- curricular Activities			50
Total Hours	930	450	100
Total hours =1480 Hrs.			

**** (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
Total Hours	540	855	85
Total hours =1480 hrs.			

THIRD YEAR

Subject	Theory (in hrs.)	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
Total hours =1480 hrs.			

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 (In hrs.)	In weeks
1. Midwifery and Obstetrical Nursing	—	240	5
2. Community Health Nursing -II	—	195	4
3. Medical Surgical Nursing (Adult and Geriatric)	—	430	9
4. Child Health Nursing	—	145	3
5. Mental Health Nursing	—	95	2
6. 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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL**ORDINANCE****No. 23 of 2014****BACHELOR OF DENTAL SURGERY (BDS)****4 Year Degree Course plus one year rotating internship in Dental College:**

1. There is a course for the Degree of Bachelor of Dental Surgery (BDS) under the Faculty of Dental Sciences following the Guideline an approval of DCI and State Government.

2. Infrastructure:

The physical & academic infrastructure such as staff, equipments, instruments, materials, books, journals, space, and clinical material shall be following the rules & regulations laid down by Dental Council of India from time to time.

3. Admission to the dental course:

A candidate shall be eligible for admission to the course of study for the first year of BDS Course provided:

3.1 Age:

He/ She has completed the age of 17 year on or before 31st December in the year of commencing the prescribed Academic Session of the said course.

3.2 Academic Qualification: (As per DCI norms)

The candidates should have passed the Senior Secondary board examination under 10+2 system conducted by the MP Board or any other recognized Board (Except Patracher Vidyalaya and Open Schools) with required subjects i.e. physics, chemistry, biology and English (Core).

- 3.2.1. The higher secondary examination or the Indian School Certificate Examination which is equivalent to 10 + 12 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 in 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

- 3.2.2. 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 subject.

Or

- 3.2.3. 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

- 3.2.4. 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.

Or

- 3.2.5. 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

- 3.2.6. 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.

- 3.2.7. Marks obtained in Mathematics are not to be considered of admission to BDS course.

3.3 ELIGIBILITY :

- 3.3.1. 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.

- 3.3.2. 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.

- 3.3.4. Marks obtained in Mathematics are not to be considered of admission to BDS course.

3.4 CRITERIA FOR SELECTION:

- 3.4.1 Students for Bachelor of Dental Surgery (BDS) 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 Sarvepalli Radhakrishhan University, Bhopal/ any other designated agency approved and authorized by the Sarvepalli Radhakrishhan University, Bhopal or as decided by Statutory Body. In case of 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 test as decided by University. The remaining vacant seats shall be filled up on the basis of marks obtained in the qualifying examination on the merit basis at college level.
- 3.4.2 The candidate must have secured a minimum of 50% marks taken together in Physics, chemistry and biology, however, in respect of candidates belonging to Scheduled Castes, Scheduled Tribes, the marks obtained in Physics, chemistry and Biology taken together in qualifying examination be as per policy of Government of MP. The candidate must have qualifying marks in English.
- 3.4.3 The candidates for admission to BDS 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. The Number of seats in each course will be as per Statute.

4. MIGRATION AND NORMS OF DENTAL COUNCIL OF INDIA:

As per Ordinance of University and norms of Dental council of India.

5. DURATION OF COURSE:

- 5.1 The duration of course of study 5 years, with 240 teaching days in each academic year including one year rotating internship in a dental college. Every candidate will be required, after passing the final BDS Examination, to undergo one year rotating internship in a recognized dental college. The internship shall be compulsory and BDS Degree shall be granted after completion of one year paid Internship.

6. Subjects of Study :

6.1 First Year

- 6.1.1 General Human Anatomy including Embryology and Histology.
- 6.1.2 General Human physiology and Biochemistry, Nutrition and duties.
- 6.1.3 Dental Anatomy, Embryology and Oral Histology.
- 6.1.4 Dental materials.
- 6.1.5 Pre-Clinical prosthodontic and Crown and Bridge.

6.2 Second Year

- 6.2.1 General Pathology and Microbiology.
- 6.2.2 General and Dental Pharmacology and Therapeutics.
- 6.2.3 Dental Materials.
- 6.2.4 Pre clinical Conservative Dentistry.
- 6.2.5 Pre clinical Prosthodontics and Crown & Bridge.
- 6.2.6 Oral Pathology & Oral Microbiology.

6.3 Third Year

- 6.3.1 General Medicine.
- 6.3.2 General Surgery.
- 6.3.3 Oral Pathology and Oral Microbiology.
- 6.3.4 Conservative Dentistry and Endodontics.
- 6.3.5 Oral & Maxillofacial Surgery.

- 6.3.6 Oral Medicine and Radiology.
- 6.3.7 Orthodontics & Dentofacial Orthopedics.
- 6.3.8 Pediatric & Preventive Dentistry.
- 6.3.9 Periodontology.
- 6.3.10 Prosthodontics and Crown & Bridge.
- 6.3.11 Public Health Dentistry

6.4 Fourth Year

- 6.4.1 Orthodontics & Dentofacial orthopedics
- 6.4.2 Oral Medicine & Radiology
- 6.4.3 Paediatric & Preventive Dentistry
- 6.4.4 Periodontology
- 6.4.5 Oral & Maxillofacial Surgery
- 6.4.6 Prosthodontics and Crown & Bridge
- 6.4.7 Conservative Dentistry and Endodontics
- 6.4.8 Public Health Dentistry

7. COURSE COMMENCEMENT:

Academic session for BDS course shall commence in the month of August each year

MINIMUM WORKING HOURS FOR EACH SUBJECT OF STUDY

As per recommendations of Board of studies

Note: There should be a minimum of 240 teaching days every year consisting of 8 working hours including one hour of lunch break.

Internship – 240 x 8 hours equal 1920 clinical hours.

8. ATTENDANCE:

- (I) 75% in Theory And 75% in Practical/ Clinical in each year.
- (II) 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 (i) above.

9. EXAMINATION

9.1 INTERNAL ASSESSMENT:

- 9.1.1 It shall be based on day to day assessment (see note), evaluation of student assignment, preparation for seminar, clinical case presentation etc.
- 9.1.2 The process on Internal Assessment shall be uniform for each subject in the matter of frequency, methodology of assessment and declaration of result as decided by the Committee of course and studies of the University. The students should be informed well in advance about the time schedule of Internal Assessment and other conditions governing it. The Department should declare the result of Internal Assessment within prefixed period as decided by the Committee of Courses & Studies.

9.1.3 Day to day records should be given importance during internal assessment. Weight age for the internal assessment shall be 10% of the total marks in each subject for Theory & Practical. The IAE may be held at least 3 times in a particular year and the average marks of these examination shall be considered.

9.1.4 Student must secure at least 35% marks (combined in theory & practical) of the total marks fixed for Internal Assessment in a particular subject in order to be eligible to appear in final University Examination of the subject.

Note: Internal assessment shall relate to different ways in which students participation in learning process during the year.

9.2. UNIVERSITY EXAMINATION:

9.2.1 SCHEME OF EXAMINATION:

9.2.1.1 The scheme of examination for B.D.S. Course shall be divided into 1st B.D.S. examination at the end of the first academic year, 2nd B.D.S. examination at the end of second year, 3rd year B.D.S. examination at the end of third, and Final B.D.S. at the end of 4th year. 240 days minimum teaching in each academic year is mandatory. The examination shall be open to a candidate who satisfies the requirements of attendance, progress and other rules laid down by the University. University shall organize admission timing and admission process in such a way that teaching starts from 1st day of August in each academic year. Any student who fails in any subject/ Subjects in the Annual Examination will be allowed to appear in the Supplementary Examination. However, if any student fails in one/ more subjects in the Supplementary examination also, he/ she will not be promoted to the next year (2nd/ 3rd/ 4th) BDS Course.

9.2.1.2 The students who fail in one or more paper in any BDS Annual / Supplementary Examination will appear in Annual / Supplementary Examination only those papers in which they have failed/ failed to appear.

9.2.1.3 The students who fail in any subject/ subjects shall be allowed to attend the classes of subsequent year (2nd / 3rd/ Final), however, if he/ she fails in supplementary examination in any subject/ subjects he/ she will not be promoted and will be re-admitted in the previous class.

9.2.2 SCHEDULE OF EXAMINATION:

There shall be 4 (four) Annual and 4 (four) Supplementary Examination:

- 1st, 2nd, 4th BDS examination shall be held in May/ June every year.

The supplementary examination shall be held within 6-8 weeks after declaration of result of Annual Examination.

WRITTEN EXAMINATION:

9.2.3.1 The written examination in each subject shall consist of one paper of three hours duration and shall have maximum marks of 70.

9.2.3.2 In the subject of Physiology & Biochemistry and Pathology & Microbiology each paper will be divided into two parts, A and B of equal marks.

9.2.3.3 The question paper may contain different types of questions like essay, short answer and objective type.

9.2.3.4 The nature of questions set, should be aimed to evaluate students of different standards ranging from average to excellent.

9.2.3.5 The question should cover as broad an area of the content of the course. The essay question should be properly structured and the marks specifically slotted.

9.2.3.6 The University may set up a question bank.

9.2.4 PRACTICAL AND CLINICAL EXAMINATION:

- (I) Practical and Clinical Evaluation will also include Objective Structured. Clinical Evaluation and Vica-voce.
- (II) Records/ Log books: the candidate should be given credit for his/ her records based on the scores obtained in the record. The marks obtained for the record in the first appearance if necessary.
- (III) Scheme of clinical and practical examination: the specific scheme of clinical and practical examinations, the type of clinical procedure/ experiments to be performed to be formulated by the Board of Studies (BOS). The scheme should be brought to the notice of the students and the external examiner as and when the examiner reports. The practical and clinical examinations should be evaluated by two examiners of which one shall be an external examiner appointed from other universities preferably outside the State.

9.2.5 MARKS DISTRIBUTION

Each subject shall have a maximum of 200 marks.

Theory	100	Practical/ Clinical
University written Examination	70	University Examination
Internal assessment (Written)	10	Internal assessment
Viva voce	20	
Total	100 (Practical/ Clinical) Total	100

Practical/ Clinical and Viva Voce only in II BDS University Examination of the following subjects:

- (i) Pre-clinical Prosthodontics
- (ii) Pre-clinical conservative Dentistry..... Internal Assessment 20

Practical	60
Viva Voce	20
Total	100

10. CRITERIA TO PASS THE UNIVERSITY EXAMINATION:

For declaration of pass in a subject, a candidate shall secure 50% marks in the University examination both in theory and in Practical/ Clinical examinations separately, as stipulated below:

- 10.1 A candidate shall secure 50% marks in aggregate in University written examination and Internal assessment combined together.
- 10.2 In the University Practical/ Clinical examination, a candidate shall secure 50% marks in practical including Viva Voce and Internal Assessment combined together.
- 10.3 In case of pre clinical Prosthodontics and Pre Clinical conservative dentistry in II BDS, where there is no written examination, minimum pass is 50% of marks in Practical and Viva Voce combined together in University examination including Internal Assessment i.e. 50/100 marks.

- 10.4 Successful candidates who obtain 65% of the total marks or more shall be declared to have passed the examination in First Class. Other successful candidates will be placed in Second Class. A candidate who obtained 75% and above is eligible for Distinction. Only those candidates who pass the whole examination in the first attempt will be eligible for distinction.
- 10.5 First class and Distinction etc. to be awarded by the University as per their respective rules.
- 10.6 Grace marks: grace marks upto maximum of 5 marks may be awarded to the students who have failed only in one subject but passed in all other subjects.

11. Re-evaluation:

The objective of revaluation 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 for this purpose.

- 11.1 **Re-totaling:** The University on application and remittance of stipulated fee to be prescribed by the university, shall permit a recounting or opportunity to recount the marks receive for various questions in an answer paper/ papers for theory of all subject for which the candidate as appeared in the university examination. Any error in addition of the marks awarded if identified should be suitably rectified.
- 11.2 **Re-evaluation:** Re-evaluation of theory papers in all years of study of BDS course is permissible by the university on application and remittance of a prescribed fee. Such answer script shall be evaluated by not less than two duly qualified examiners and the average obtained shall be awarded to the candidate and the result accordingly considered.

12. Re-Admission: A candidate having failed to pass the supplementary of any BDS Examination, may register for re-admission to the same class at the discretion of the Principal of the college within 15 days of the announcement of the result of the university Examination. The candidate will be required to pay fees as per norms.

13. Cancellation of admission:

Admission shall be cancelled and discharged from the course on the written orders of the Vice Chancellor if:

- 13.1 Any student who does not clear the first BDS University Examination in all subjects within 3 years from the date of admission.
- 13.2 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.
- 13.3 If any student is found to be involved in serious breach of discipline.

14. SYLLABUS:

SUBJECTS IN EACH PROFESSIONAL EXAMINATION:

14.1 I Year B.D.S.

- 14.1.1 General Anatomy including embryology and histology
- 14.1.2 General human physiology and biochemistry
- 14.1.3 Dental Anatomy, Embryology and Oral Histology

14.2 II Year B.D.S. Examination:

A candidate who has not successfully completed the 1st B.D.S. examination can not appear, in the 2nd year B.D.S Examination.

- 14.2.1 General pathology and Microbiology
- 14.2.2 General and Dental pharmacology and therapeutics
- 14.2.3 Dental Materials
- 14.2.4 Pre Clinical Conservative - Only Practical and Viva Voce
- 14.2.5 Pre Clinical Prosthodontics - Only Practical and Viva Voce

14.3 III Year B.D.S. Examination:

A candidate who has not successfully completed the 2nd B.D.S. examination can not appear, in the 3rd year B.D.S. Examination.

- 14.3.1 General Medicine
- 14.3.2 General Surgery
- 14.3.3 Oral Pathology- and Oral Microbiology

14.4 IV Year B.D.S. Examination:

A candidate who has not successfully completed the 3rd B.D.S. examination can not appear, in the 4th year Examination.

- 14.4.1 Oral Medicine and radiology
- 14.4.2 Paediatric & Preventive Dentistry
- 14.4.3 Orthodontics & dentofacial orthopaedics
- 14.4.4 Periodontology
- 14.4.5 Prosthodontics and Crown & Bridge
- 14.4.6 Conservative Dentistry and Endodontics
- 14.4.7 Oral and Maxillofacial Surgery
- 14.4.8 Public Health Dentistry

15. SCHEME OF WRITTEN EXAMINATION:

- 15.1 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.
- 15.2 In all the subjects section C shall contain 20 MCQs carrying _ 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.
- 15.3 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 marks each. Section C shall contain 10 MCQs from each.
- 15.4 The nature of questions set, will be aimed to evaluate students of different standards ranging from average to excellent.

- 15.5. 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.

16. SCHEME OF WRITTEN PAPERS AND PRACTICAL/CLINICAL EXAMINATIONS IN VARIOUS SUBJECTS:

16.1 THEORY 100

16.1.1.1 University Written	70 Marks
16.1.1.2 Section –A	30
2 long questions of 9 Marks each	18
3 Short Notes of 4 marks each	12
16.1.1.3 Section –A	30
2 long questions of 9 Marks each	18
3 Short Notes of 4 marks each	12
16.1.1.4 Section- C- 10 MCQs	10

Note.- I year BDS- Section A -Physiology and Section B-Biochemistry
II year BDS- Section A -Pathology and Section B- Microbiology

16.1.2 VIVA	20
16.1.3 Internal Assessment Examination	10

Total 100

16.2 PRACTICALS / CLINICALS EXAMINATION

16.2.1 University examination	90
16.2.2 Internal Assessment Examination	10
Total	100

17. ASSIGNMENTS AND DISTRIBUTION OF MARKS IN PRACTICAL / CLINICAL EXAMINATIONS IN VARIOUS SUBJECTS

17.1 HUMAN ANATOMY, EMBRYOLOGY, HISTOLOGY & MEDICAL GENETICS

17.1.1 Record / Journal Book	10 Marks
17.1.2 Practicals	
17.1.2.1 Gross Anatomy	
17.1.2.2 Spotters carrying 2 marks each 2 x 10 = 20 marks	
17.1.2.3 Discussion on ONE given dissected specimen = 20 marks	
17.1.2.4 Surface Anatomy 10 x 1 = 10 marks	
17.1.2.5 Histology Drawing, labeling, Identification of 10 Slides of 4 mark each = 40 marks	

17.2 GENERAL HUMAN PHYSIOLOGY

17.2.1 Record/ Journal Book	5 Marks
17.2.2 Practicals	40 Marks
17.2.2.1 Major Experiments	30 Marks
Any one of the Major Experiments	
R.B.C. Count, W.B.C. Count.	
Differential Count	
Blood Pressure Recording	

17.2.2.2 Minor Experiments 10 Marks

Any one of the minor Experiments

Determination of Blood Groups

Determination of Bleeding & Clotting time

Haemoglobin Estimation

17.3. BIOCHEMISTRY

17.3.1 Record/ Journal Book5 Marks

17.3.2 Practicals 40 Marks

17.3.2.1 One procedure for quantitative estimation = 20 marks

17.3.2.2 One procedure for qualitative analysis = 20 marks

17.4. DENTAL ANATOMY, EMBRYOLOGY AND ORAL HISTOLOGY

17.4.1 Record/ Journal Book10 Marks

17.4.2 Practicals 80 Marks

17.4.2.1 Carving and polishing of a tooth 30 marks

17.4.2.2 Drawing, labeling, Identification of 10 Slides 30 marks
of 3 mark each

17.4.2.3 Spotters (Teeth, Models) 10X2 20 Marks

17.5 GENERAL PATHOLOGY

17.5.1 Record/ Journal Book5 Marks

17.5.2 Practicals 40 Marks

17.5.2.1 Identification and description of

17.5.2.1.1 Haematology slides - 2 - (3 marks each)

17.5.2.1.2 Histopathology slides - 3 - (3 marks each)

17.5.2.1.3 Specimens - 2 - (3 marks each)

17.5.2.1.4 Instruments -3-(3 marks each)= 30 Marks

17.5.2.2 Any one given below 10 Marks

17.5.2.2.1 To do differential count on the given
peripheral blood smear17.5.2.2.2 To estimate haemoglobin percentage in
the given sample of blood17.5.2.2.3 To determine blood groups (ABO and Rh)
in the given sample of blood**17.6 MICROBIOLOGY**

17.6.1 Record/ Journal Book5 Marks

17.6.2 Practicals 40 Marks

17.6.2.1 Spotters 10 X 3 Marks each 30 Marks

17.6.2.2 Slides 10

17.6.2.3 Media 3

17.6.2.4 Instruments 2

17.6.2.5 Staining- Gram's or Zeil-Nelson's 10 Marks

17.7 GENERAL AND DENTAL PHARMACOLOGY AND THERAPEUTICS

17.7.1 Record/ Journal Book	10 Marks
17.7.2 Practicals	80 Marks
17.7.2.1 Spotters 10 nos. x 3 =	30 marks
17.7.2.2 Prescriptions 2 nos. (15+15 marks) = 30 marks (one medical plus one dental prescription)	
17.7.2.3 Preparations – 1	20 marks

17.8 DENTAL MATERIALS

17.8.1 Record/ Journal Book	10 Marks
17.8.2 Practicals	80 Marks
17.8.2.1 10 Spotters: Identify and write the composition and two important uses- 2 marks each	20 Marks

17.8.2.2 Exercise No. 1 Any one exercise of the following:	30 Marks
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- Manipulation of impression compound and Preparation of a plaster cast of U or L arch.
- Manipulation of alginate impression material and preparation of plaster cast of U or L arch.
- Manipulation of Zinc Oxide Eugenol impression paste, and preparation of cast of U or L arch.
- Manipulation of Rubber Base impression material and preparation of Stone cast

17.8.2.3 Exercise No. 2 -	30 marks
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Manipulation of any one of the following:

- ZOE (Luting and Filling consistency)
- Zinc Phosphate Cement (Luting and Base consistency)
- Silicate Cement (Filing consistency)
- Glass Ionomer Cement Type I/II (Luting/Filling consistency)
- Polycarboxylate Cement (Luting consistency).
- Silver amalgam Trituration

17.9 PRE CLINICAL PROSTHODONTICS - ONLY PRACTICAL AND VIVA VOCE

17.9.1 Record/ Journal Book	10 Marks
17.9.2 Practicals	50 Marks

- i. Arrangement of teeth in class I relation,
Waxing, Carving, Polishing

17.10 PRE CLINICAL CONSERVATIVE DENTISTRY - ONLY PRACTICAL AND VIVA VOCE

- 17.10.1 Record / Journal Book 10 Marks
- 17.10.2 Practicals 50 Marks
- 17.10.2.1 Preparation of Class II Conventional Cavity for Silver Amalgam in Maxillary or Mandibular I or II Molar tooth (Typhodont/Natural Tooth), Filling, & carving-40 Marks
- 17.10.2.2 Spotters Material & Instruments 5 X 2 10 Marks

17.11 GENERAL MEDICINE

- 17.11.1 Record/ Journal Book 10 Marks
- 17.11.2 Clinicals (Case presentation & Discussion) 80 Marks
- 17.11.2.1 Case Presentation 40 marks
(Case History, Clinical examination, Provisional Diagnosis / DD, Investigations & Management)
- 17.11.2.2 Radiographic interpretations 30 marks
- 17.11.2.3 Instruments 10 marks

17.12 GENERAL SURGERY

- 17.12.1. Record/ Journal Book 10 Marks
- 17.12.2 Clinicals (Case presentation & Discussion) 80 Marks
- 17.12.2.1 Case Presentation 40 marks
(Case History, Clinical examination, Provisional Diagnosis / DD, Investigations & Management)
- 17.12.2.2 Radiographic interpretations 30 marks
- 17.12.2.3 Instruments 10 marks

17.13 ORAL PATHOLOGY- AND ORAL MICROBIOLOGY

- 17.13.1 Record/ Journal Book 10 Marks
- 17.13.2 Practicals 80 Marks
- 17.13.2.1 10 Specimen: Identification & Points 10x3 = 30 marks
- 17.13.2.2 10 Slides - Diagrams, Labelling & Salient features & Identification – 5 marks each. 50 Marks

17.14 ORAL MEDICINE AND RADIOLOGY

- 17.14.1 Record/ Journal Book 10 Marks
- 17.14.2 Clinicals 80 Marks
- 17.14.2.1 Oral Medicine-Case presentation & Discussion 50 Marks
(Case History, Clinical examination, Provisional Diagnosis / DD, Investigations & Management)
- 17.14.2.1 Radiology 30 marks
One exercise of taking Periapical radiograph, Processing & interpretation

17.15 PAEDIATRIC & PREVENTIVE DENTISTRY

17.15.1 Record/ Journal Book10 Marks

17.15.2 Clinicals 80 Marks

17.15.2.1 Case presentation & Discussion- 40 marks

Case History, Clinical examination, Provisional
Diagnosis / DD, Investigations & Management)

17.15.2.2 Clinical procedure: Any one of the three - 40 Marks

Oral prophylaxis and topical fluoride application or
Restoration of decayed tooth or Extraction of
primary tooth**17.16 ORTHODONTICS & DENTOFACIAL ORTHOPAEDICS**

17.16.1. Record/ Journal Book10 Marks

17.16.2 Clinicals 80 Marks

17.16.2.1 Case presentation & Discussion - 40 marks

(Case History, Clinical examination, Provisional
Diagnosis / DD, Investigations & Management

17.16.2.2 Wire Bending Exercises: Any two - 40 Marks

17.17 PERIODONTOLOGY

17.17.1 Record/ Journal Book10 Marks

17.17.4 Clinicals 80 Marks

17.17.4.1 Case presentation 40 marks

(Case History, Clinical examination, Provisional
Diagnosis / DD, Investigations & Management)

17.17.4.2 Oral Prophylaxis 40 marks

17.18 PROSTHODONTICS AND CROWN & BRIDGE

17.18.1 Record/ Journal Book 10 Marks

17.18.2 Clinicals (Case presentation & Discussion) 80 Marks

17.18.2.1 Case history 10 marks

17.18.2.2 Complete denture exercise 40 marks

17.18.2.3 Tooth preparation on typhodont 30 marks

17.19 CONSERVATIVE DENTISTRY AND ENDODONTICS

17.19.1 Record/ Journal Book 10 Marks

17.19.2 Clinicals (Clinical exercise & Discussion) 80 Marks
Clinical Management of Carious lesions on permanent teeth**17.20 ORAL AND MAXILLOFACIAL SURGERY**

17.20.1 Record/ Journal Book 10 Marks

17.20.2 Clinicals (Clinical exercise & Discussion) 80 Marks

17.20.2.1 Case History & Examination 25 Marks

17.20.2.2 Local anaesthesia technique 25 Marks

17.20.2.3 Extraction of firm tooth 30 Marks
(Maxillary/ Mandibular post. tooth)**17.21 PUBLIC HEALTH DENTISTRY**

17.21.1 Record/ Journal Book 10 Marks

17.21.2 Clinical (Case presentation & Health talk) 80 Marks

17.21.2.1 Case History & Examination 30 Marks

17.21.2.2 Assessment of Oral Health status 20 Marks

17.21.2.3 One Preventive clinical procedure 20 Marks

17.21.3 Oral Health education talk 10 Marks

18. 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 People's University.

19. EXAMINERS FOR THE UNIVERSITY EXAMINATIONS:

Qualification and experience to be eligible for examinership for BDS examination.

- 19.1 There shall be two examiners. One internal from within the University and one external from outside the University.
- 19.2 Both the examiners shall be appointed by the University.
- 19.3 Shall possess M.D.S/MD/MS/Ph.D., Degree in the concerned specialty from a recognized Institution.
- 19.4 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.
- 19.5 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.
- 19.6 Should be holding the post of a Reader or above in a Dental / Medical Institution approved / recognized by the DCI / MCI.

- 19.7 In case of Physiology and Biochemistry if internal examiner is from Physiology, External examiner should be from Biochemistry or vice versa.
- 19.8 Incase of Pathology and Microbiology if Internal is examiner is from Pathology, External examiner should be from Microbiology or vice versa.
- 19.9 In case of Dental Materials, if internal is from Prosthodontics, external should be from Conservative Dentistry and vice versa.
- 19.10 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.
- 19.11 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.

20. TEACHING SCHEDULE:

The following are the prescribed teaching hours in various subjects of BDS course.

Figures in bracket are the minimum hrs as recommended by the Dental Council of India.

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 Dietics	120 (120) 80 (70)	160 (60) 160 (60)	-	280 (180) 240 (130)
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 (90)	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)

Sl. No.	Subject	Lecture Hours	Practical Hours	Clinical Hours	Total Hours
11.	Paediatric & Preventive Dentistry	80 (65)	--	200	280 (265)
12.	Orthodontics & Dental Orthopaedics	80 (50)	--	200	280 (250)
13.	Periodontology	80	--	200	280
14.	Oral & Maxillofacial Surgery	120 (70)	--	360	480 (430)
15.	Conservative Dentistry and Endodontics	120 (135)	200	480 (460)	800 (795)
16.	Prosthodontics & Crown & Bridge	160 (135)	360 (300)	460	980 (895)
17.	Public Health Dentistry	80 (60)	--	320 (290)	400 (350)
		1920	1840	2740	6500
		1590)	(1540)	(2550)	(5680)

21. INTERNSHIP PROGRAMME

21.1. CURRICULUM OF DENTAL INTERNSHIP PROGRAMME:

21.1.1 The duration of Internship shall be one year.

21.1.2 All parts of Internship shall be done in a Dental College duly recognized/ approved by the Dental Council of India for the purpose of imparting education and training to dental graduates in the country.

21.1.3 The Interns shall be paid stipendiary allowance during the period of an Internship not extending beyond a period of one year.

21.1.4 The internship shall be compulsory and rotating as per the regulations prescribed for the purpose.

21.1.5 The degree-BDS shall be granted after completion of internship.

21.1.6 Determinants of Curriculum for internship for Dental Graduates:

21.1.7 The curricular contents of internship training shall be based on:

* Dental health need of the society.

* Financial, material and manpower resources available for the purpose.

* National Dental Health Policy.

- * Socio-economic conditions of the people in general.
- * Existing Dental as also the primary health care concept for the delivery of health services.
- * Task analysis of what graduates in Dentistry in various practice settings, private and government service actually performs.
- * Epidemiological studies conducted to find out prevalence of different dental health problems, taking into consideration the magnitude of dental problems, severity of dental problems and social disruption caused by these problems.

21.2. General Guidelines:

22.1 It shall be task-oriented training. The interns should participate in various institutional and field programmes and be given due responsibility to perform the activities in all departments of the Dental Colleges and associated institutions.

22.2 To facilitate achievement of basic skills and attitudes the following facilities should be provided to all dental graduates:

- i. History taking examination, diagnosis, charting and recording treatment plan of case,
- ii. Presentation of cases in a group of Seminar.
- iii. Care and sterilization of instruments used.
- iv. Performance and interpretation of essential laboratory tests and other relevant investigations.

21.3. Data analysis and inference:

- i. Proper use of antibiotics, anti-inflammatory and other drugs as well as other therapeutic modalities.
- ii. Education of patients, their relatives and community on all aspects of dental health care while working in the institution as also in the field.
- iii. Communication aimed at inspiring hope, confidence and optimism.
- iv. Legal rights of patients and obligations of dental graduate under forensic jurisprudence.

21.4 Elective Posting

The interneers shall be posted for 15 days in any of the dental departments of their choice mentioned in the foregoing.

21.5. Evaluation:

21.5.1 **Formative Evaluation:** Day to day assessment of the interneers during their internship posting should be done. The objective is that all the interns must acquire necessary minimum skills required for carrying out day-to-day professional work competently. This can be achieved by maintaining records and performance data book by all interneers. This will not only provide demonstrable evidence; of the processes of training but more importantly of the interneers own acquisition of competencies as related to performance. It shall form a part of formative evaluation and shall also constitute a component of final grading of interns.

21.5.2 **Summative Evaluation** : It shall be based on the observation of the supervisors of different departments and the records and performance data book maintained by the interns. Grading shall be done accordingly.

21.6. **Rural Services** : In the rural services, the student will have to participate in

21.6.1 Community Health Monitoring Programmes and services which include Preventive, diagnostic and corrective procedure.

21.6.2 To create educational awareness about dental hygiene and diseases.

21.6.3 Conduction of Oral Health Education Programme at
School Setting – 5
Community Setting – 5

Adult Education Programme – 5

21.6.4 Compulsory setup of satellite clinics in remote areas – 1

21.6.5 Lectures to create awareness and education in public forums about the

21.6.6 harmful effects of tobacco consumption and the predisposition to oral cancer-two Lecturers per students.

21.7. **Period of Posting:**

1.	Oral Medicine & Radiology	- 1 Month
2.	Oral & Maxillofacial Surgery	- 2 Months
3.	Prosthodontics	- 1 ½ Months
4.	Periodontics	- 1 Months
5.	Conservative Dentistry	- 1 Months
6.	Pedodontics	- 1 Months
7.	Oral Pathology & Microbiology	- 15 days
8.	Orthodontics	- 1 Months
9.	Community Dentistry / Rural Services	- 3 Months
10.	Elective	- 15 days

22.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL**ORDINANCE****No. 24 of 2014****MASTER OF DENTAL SURGERY (MDS)**

Title of the Course: It shall be called Master of Dental Surgery following the guideline an approval of DCI and State Government.

1. AIMS

- 1.1 The Aim of postgraduate training in various specialties is to train M.D.S. student who will-
 - 1.1.1 Practice respective specialty efficiently and effectively, backed by scientific knowledge and skill.
 - 1.1.2 Exercise empathy and caring attitude and maintain high ethical standards.
 - 1.1.3 Continue to evince keen interest in continuing professional education in the specialty and allied specialties irrespective of whether in teaching or practice.
 - 1.1.4 Willing to share the knowledge and skills with any learner, junior or a colleague.
 - 1.1.5 To develop the faculty for critical analysis and evaluation of various concepts and views, to adopt the most rational approach.

2. OBJECTIVES:

- 2.1 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.

2.2 KNOWLEDGE:

- 2.2.1 Demonstrate understanding of basic sciences relevant to specialty.
- 2.2.2 Describe etiology, patho-physiology, principles of diagnosis and management of common problems within the specialty in adults and children.
- 2.2.3 Identify social, economic, environmental and emotional determinants in a given case and take them into account for planning treatment.
- 2.2.4 Recognize conditions that may be outside the area of specialty/ competence and to refer them to an appropriate specialist.
- 2.2.6 Update knowledge by self study and by attending courses, conferences and seminars relevant to specialty.
- 2.2.7 Undertake audit, use information technology and carryout research both basic and clinical with the aim of publishing or presenting the work at various scientific gatherings.

2.3. SKILLS:

- 2.3.1 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.
- 2.3.2 Acquire adequate skills and competence in performing various procedures as required in the specialty.

2.4. HUMAN VALUES, ETHICAL PRACTICE AND COMMUNICATION ABILITIES:

- 2.4.1 Adopt ethical principles in all aspects of practice.
- 2.4.2 Professional honesty and integrity are to be fostered.
- 2.4.3 Patient care is to be delivered irrespective of social status, caste, creed or religion of the patient.
- 2.4.4 Develop communication skills, in particular and skill to explain various options available in management and to obtain a true informed consent from the patient.
- 2.4.5 Provide leadership and get the best out of his team in a congenial working atmosphere.
- 2.4.6 Apply high moral and ethical standards while carrying out human or animal research.
- 2.4.7 Be humble and accept the limitations in his knowledge and skill and to ask for help from colleagues when needed.
- 2.4.8 Respect patient's rights and privileges including patient's right to information and right to seek a second opinion.

3. Branches of Study:

The following are the subjects of specialty for the MDS degree:

- a. Prosthodontics and Crown & Bridge
- b. Periodontology
- c. Oral & Maxillofacial Surgery
- d. Conservative Dentistry and Endodontics
- e. Orthodontics & Dentofacial Orthopedics
- f. Oral Pathology & Microbiology
- g. Public Health Dentistry
- h. Paedodontics & Preventive Dentistry
- i. Oral Medicine & Radiology

4. INFRASTRUCTURE

- 4.1 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.

5. Eligibility

- 5.1 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 and should have obtained permanent registration with the State Dental Council. Candidates not possessing a recognized Dental qualification for the above purpose should secure the prior approval of his qualifications by the Dental Council of India before he can be admitted to the MDS Course of this University.
- 5.2 Candidates who possess PG^D 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 will be 2 years. The syllabus of two years programmed will be as per the SRK university guidelines.

- 5.3 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 restricted to the dental college/ institution of SRK University to which he is admitted for the time being exclusively for postgraduate studies;
- 12.4 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 has obtained his basic dental qualification and that his degree is recognized by the corresponding dental council or concerned authority.

6. Criteria for Selection for Admission

Students for MDS Course shall be admitted based on policy of statutory Body Such as DCI Rules and Regulations and Government of M. P. Medical Education Department.

- 6.1. Students for MDS course shall be selected strictly on the basis of their academic merit based.
- 6.1.2. The merit as determined by the Common Entrance examination conducted by the Sarvepalli Radhakrishnan University, Bhopal any designated agency approved by the Sarvepalli Radhakrishnan University, Bhopal or as decided by Statutory Body.
- 6.1.3. 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.

7. Duration of the Course

The Course shall be of three years duration. All the candidates for the degree of MDS are required to pursue the recommended: course for at least three academic years as full time candidates in an institution affiliated to and approved by post graduate studies by SARVEPALLI RADHAKRISHANN UNIVERSITY, BHOPAL and recognized by the Dental Council of India.

8. Method of training

The training of postgraduate for degree 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 seminars, group discussions, grand rounds, case demonstration, clinics, journal review meetings, CPC and clinical meetings. Every candidate should participate in the teaching and training programme of undergraduate students. Training should include involvement in laboratory and experimental work, and research studies.

9. COMMENCEMENT OF COURSE

MDS course shall commence from 2nd of MAY each year.

10. TEACHING AND LEARNING ACTIVITIES

- 10.1 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 Sarvepalli Radhakrishnan University, Bhopal.
- 10.2 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.

- 10.3 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.
- 10.4 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.
- 10.5 Symposium: It is recommended to hold symposium on topics covering multiple disciplines.
- 10.6 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.
- 10.7 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.
- 10.8 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.
- 10.9 Teaching skills: All the trainees shall be encouraged to take part in undergraduate teaching programmes either in the form of lectures or group discussions.
- 10.10 Continuing dental education programmes: Each postgraduate department shall organize this programme on regular basis involving the other institutions. The trainees shall also be encouraged to attend such programmes conducted elsewhere.
- 10.11 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.
- 10.12 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.
- 10.13 Dissertation: The Sarvepalli Radhakrishnan University, Bhopal 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.

11. Attendance, Progress and Conduct

A candidate pursuing degree/ diploma course should work in the concerned department of the institution for the full period as a full time student. No candidate is permitted to own a clinic/ work in clinic/ laboratory/nursing home while studying postgraduate course, candidate shall join any other course of study or appear for any other examination conducted by this university or any other university in India or abroad during the period of registration.

Each year shall be taken as a unit for the purpose of calculating attendance.

Every candidate shall attend symposia, seminars, conferences, journal review meetings, grand rounds, CPC, case presentation, clinics and lectures during each year prescribed by the department and not absent himself/ herself from work without reasons.

Every candidate shall have not less than 80 percent of attendance in each year of MDS course. However, candidates should not be absent continuously as the course is a full time.

12. Monitoring Progress of Studies

- 12.1 **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. 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.
- 12.2 **Periodic tests:** In case of degree courses of three years duration, the concerned. Departments may conduct three tests, two of them be annual tests, one at the end first year and the other in the second year. The third test may be held three months before the final examination. The tests may include written papers, practical/ clinical and viva voce. Records and marks obtained in such tests will be maintained by the Head of the Department and sent to the University, when called for.
- 12.3 **Records:** Records and marks obtained in tests will be maintained by the Head of the Department and will be made available to the University when called for.

13. DISSERTATION:

- 13.1 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).
- 13.1.1 **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.
- 13.1.2 **Main / Research Dissertation.**
- 13.1.2.1 Main /Research dissertation shall be based on work / Research done by the candidate under the approved Guide, during the course of study.
- 13.1.2.2 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.
- 13.1.2.3 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.
- 13.1.2.4 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.
- 13.1.2.5 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.
- 13.1.2.6 The dissertation should be written under the following headings:
- 13.1.2.6.1 Introduction
- 13.1.2.6.2 Aims or Objectives of study
- 13.1.2.6.3 Review of Literature
- 13.1.2.6.4 Material and Methods

13.1.2.6.5 Results

13.1.2.6.6 Discussion

13.1.2.6.7 Conclusion

13.1.2.6.8 Summary

13.1.2.6.9 Bibliography

13.1.2.6.10 Tables

13.1.2.6.11 Annexure

- 13.1.2.7 The written text of dissertation shall be not less than 50 pages and shall not exceed 200 pages excluding reference, tables, questionnaires and other annexure. It should be neatly typed in double line spacing on one side of paper (Executive size, 7.25" x 10.5") and bound properly. Spiral binding is not permitted. The dissertation shall be certified by the guide, head of the department and head of the Institution.
- 13.1.2.8 Six copies and one soft copy of dissertation thus prepared and duly certified by the Guide, and HOD shall be submitted to the Registrar, through the Head of the Institution, six months before final examination on or before the dates notified by the University.
- 13.1.2.9 The dissertation shall be valued by all the four examiners (2 Internal and 2 external) appointed by the University.
- 13.1.2.10 Approval of dissertation work by all the four examiners in writing is an mandatory precondition for a candidate to be eligible to appear in the University examination, provided further that the candidate fulfills other eligibility requirements of attendance, progress and due clearance.
- 13.1.2.11 If any examiner does not approve the dissertation, examiner shall give in writing the specific reasons for NOT accepting the work.
- 13.1.2.12 Such candidates whose dissertation has not been approved shall, rectify the deficiencies as pointed out by the examiner and submit three copies of new bound dissertation and one soft copy duly approved and signed by the Guide and H.O.D. to the University through HOI, 3 months before commencement of next or subsequent examination.
- 13.1.2.13 University shall get the dissertation valued by the external examiner, preferably the same examiner. After due approval of the dissertation by the examiner, the candidate may be permitted to appear for the Theory, Clinical / Practical examination.

14. GUIDE:

- 14.1 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 Sarvepalli Radhakrishnan University, Bhopal.
- 14.2 The Guide for each student in the specialty shall be nominated by the HOI, in consultation with the HOD.
- 14.3 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,
- 14.4 HOI may nominate if required, a co-guide who shall be a postgraduate teacher in the same specialty in the Institution.
- 14.5 Guides and co-guides shall be approved by the Sarvepalli Radhakrishnan University, Bhopal.
- 14.6 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.

15. UNIVERSITY EXAMINATION

15.1 Eligibility: The following requirement shall be fulfilled by every candidate to become eligible to appear for the MDS University examination.

15.1.1 Attendance & Progress: Every candidate shall have attendance and progress in each academic year of the postgraduate course as given in Para 9.

15.1.2 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.

15.1.3 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)

15.1.4 Dissertation: The approval of Main dissertation by all the four examiners.

15.1.5 The certification of satisfactory progress by the head of the department and head of the institution shall be based on (15.1.1), (15.1.2) and (15.1.3) mentioned above.

16. SCHEME OF UNIVERSITY EXAMINATION:

16.1. GENERAL

16.1.1 There shall be one examination at the end of 3 years for the students appearing for the first time.

16.1.2 The examination consists of Theory (Written), Practical / Clinical and VIVA VOCE

16.1.3 The failed candidates shall appear again in supplementary examination, after six months.

16.1.4 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.

16.1.5 There shall be a gap of at least six months between the two examinations (Main, supplementary and subsequent examinations)

16.1.6 The failed student shall appear once again in all the parts of University examination (Written, Clinical/Practical and Viva voce).

16.1.7 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.

16.1.8 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.

16.2 WRITTEN EXAMINATION: The written examination shall consist of four papers, out of which two shall be pertaining to the specialty; one in Applied Basic Sciences and one shall be an Essay in the speciality. Each paper shall be of three hours duration.

16.3 CLINICAL / PRACTICAL EXAMINATION

16.3.1 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 exercises shall be prescribed by the University to enable the candidate to develop confidence and clinical skill.

16.4 VIVA VOCE EXAMINATION

- 16.4.1 Viva voce examination shall aim at assessing depth of knowledge, logical reasoning, confidence and verbal communication skills.

16.5 DISTRIBUTION OF MARKS AT THE UNIVERSITY EXAMINATION**16.5.1 PART- A- WRITTEN**

16.5.1.1 Paper-I	Applied Basic subjects	75 marks
16.5.1.2 Paper-II	Concerned specialty	75 marks
16.5.1.3 Paper-III	Concerned specialty	75 marks
16.5.1.4 Paper-IV	Essay on any one topic in concerned specialty (Choice shall be given for the essay)	75 marks

Total:300 Marks

16.5.2 PART-B- Practical/ Clinical & Viva

- 16.5.2.1 Practical & Clinical Examination : 200 marks
16.5.2.2 Viva-voce : 100 marks

17. THE SCHEME OF TYPE OF QUESTIONS IN WRITTEN PAPERS

- 17.1 Each paper except Essay paper shall be of 3 hrs duration and shall carry maximum of 75 marks and shall contain questions as mentioned below:
Q.No. I Long essay question- 20 Marks
Q.No. II Long essay question- 20 Marks
Q.No. III Seven short note questions- 5 Marks each
- 17.2 Fourth ESSAY paper shall be of 3 hrs duration, carrying 75 marks. It shall have two essay topics. The candidate shall answer any one of the two.
- 17.3 All the written papers shall be valued by all the four examiners and aggregate of average marks in all the written papers shall be computed to determine the result. Pass mark shall be 150 marks out of maximum 300 Marks.

18. TITLES AND CONTENTS OF WRITTEN PAPERS IN VARIOUS SPECIALITIES:**18.1 Prosthodontics and Crown & Bridge**

Paper- I	-	Applied Anatomy, physiology, pathology and Dental Materials
Paper –II	-	Removable Prosthodontics and Oral Implantology
Paper –III	-	Fixed Prosthodontics
Paper – IV	-	Essay

18.2 Periodontology

Paper- I	-	Applied Anatomy, physiology, Biochemistry, Pathology and Pharmacology
Paper –II	-	Etiopathogenesis
Paper –III	-	Clinical Periodontology and Oral Implantology
Paper – IV	-	Essay

18.3. Oral & Maxillofacial Surgery

Paper- I	-	Applied Anatomy, physiology and Pathology
Paper –II	-	Minor oral Surgery and Trauma
Paper –III	-	Maxillofacial Surgery and oral Implantology
Paper – IV	-	Essay

18.4 Conservative Dentistry and Endodontics

Paper- I	-	Applied Anatomy, Physiology, Pathology and Dental Materials
Paper –II	-	Conservative dentistry & Aesthetic Dentistry
Paper –III	-	Endodontics
Paper – IV	-	Essay

18.5 Orthodontics & Dentofacial Orthopedics

Paper- I	-	Applied Anatomy, Physiology, Pathology, Genetics Physical anthropology & Dental material
Paper –II	-	Diagnosis and treatment planning.
Paper –III	-	Clinical Orthodontics and Mechanotherapy
Paper – IV	-	Essay

18.6 Oral Pathology & Microbiology Forensic Odontology

Paper- I	-	Applied Anatomy, Physiology, Pathology and Research methodology
Paper –II	-	Oral pathology, Microbiology and Oncology
Paper –III	-	Laboratory Techniques and Diagnosis
Paper – IV	-	Essay

18.7 Public Health Dentistry

Paper- I	-	Applied Anatomy, Physiology, Pathology and Research methodology
Paper –II	-	Public Health
Paper –III	-	Dental Public Health
Paper – IV	-	Essay

18.8 Pediatric & Preventive Dentistry

Paper- I	-	Applied Anatomy, Physiology, Pathology Microbiology, nutrition and Dietetics
Paper –II	-	Clinical pediatric dentistry
Paper –III	-	Preventive and community dentistry as applied to pediatric dentistry
Paper – IV	-	Essay

18.9 Oral Medicine and Radiology

Paper- I	-	Applied Anatomy, Physiology, Pathology and pharmacology
Paper –II	-	Diagnosis, diagnostic methods and imageology and Applied Oral Pathology
Paper –III	-	Oral medicine, therapeutics and laboratory investigations
Paper – IV	-	Essay

19. PRACTICAL / CLINICAL EXAMINATION :

19.1 In case of practical/ Clinical examination, it should be aimed at assessing competence and skills of techniques and procedures, It should also aim at testing student's ability to make relevant and valid observations, interpretation and inference of laboratory or experimental or clinical work relating to his / her subject for undertaking independent work as a specialist. The actual format of clinical examination in various specialties are given below.

19.2 Duration of practical/Clinical examination including VIVA VOCE is minimum of TWO days up to 4 candidates. Duration shall be increased as per the requirement.

19.3 There shall be NO practical examinations in Applied Basic Medical subjects.

19.4 The Maximum marks for practical / clinical examination shall be 200 marks. Exercises and distribution of marks for various clinical / practical exercises in the specialties is mentioned below:

19.5 PROSTHODONTICS, CROWN & BRIDGE

19.5.1 Examination shall be for three days. If there are more than 6 candidates, it may be extended for one more day. Each candidate shall be examined for a minimum of two days, six hours per day including viva voce.

19.5.2 Presentation of treated patients and records during their 3 years training period – 25 Marks

a.	C. D.	-	1 mark
b.	R.P.D.	-	2 marks
c.	F.P.D including single tooth and surface restoration	-	2 marks
d.	Implant Supported Prosthesis.	-	5 marks
e.	Occlusal rehabilitation	-	5 marks
f.	T. M.J.	-	5 marks
g.	Maxillofacial Prosthesis	-	5 marks

19.5.3 Present actual treated patients C. D. Prosthesis and Insertion – 90 Marks

a.	Discussion on treatment plan and patient review	-	10 marks
b.	Tentative jaw relation records	-	5 marks
c.	Face Bow – transfer	-	5 marks
d.	Transferring it on articulators	-	5 marks

- | | | | |
|----|--|---|----------|
| e. | Extra oral tracing and securing centric and protrusive/ lateral, record | - | 25 marks |
| f. | Transfer in on articulator | - | 5 marks |
| g. | Selection of teeth | - | 5 marks |
| h. | Arrangement of teeth | - | 15 marks |
| i. | Waxed up denture trial | - | 10 marks |
| j. | Fit, insertion and instruction of previously processed characterized, anatomic complete denture prosthesis | - | 5 marks |

All steps will include chair side, lab and viva voce

19.5.4 Fixed Partial Denture – 50 Marks

- | | | | |
|----|--|---|----------|
| a. | Case discussion and selection of patients for F. P. D. | - | 5 marks |
| b. | Abutment preparation isolation and fluid control | - | 25 marks |
| c. | Gingival retraction and impressions | - | 10 marks |
| d. | Cementation of provisional restoration | - | 10 marks |

19.5.5 Removable Partial Denture – 35 Marks

- | | | |
|---|---|----------|
| Surveying and designing of partial dentate cast | - | 10 marks |
| Discussion on components and material selection | - | 15 marks |
| Including occlusal scheme. | | |

19.5.6 Viva Voce: 100 Marks

- i. Viva-Voce examination : 80 marks

All examiners will conduct viva-voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents. It include presentation and discussion on dissertation also.

19.5.6.1 Pedagogy Exercise : 20 marks

A topic be given to each candidate in the beginning of clinical examination. He/ She is asked to make a presentation on the topic for 8-10 minutes.

19.6 PERIODONTOLGY

The clinical examination shall be of two days duration

19.6.1 Case discussion

- | | | |
|------------|---|-----|
| Long case | - | One |
| Short case | - | One |

- 19.6.1.1 Periodontal surgery – Periodontal flap surgery on previously prepared case in one quadrant of the mouth after getting approval from the examiners.

19.6.1.2 Post surgical review and discussion of the case treated on the 1st day

Presentation of dissertation & discussion

19.6.1.3 All the examiners shall participate in all the aspects of clinical examinations/ Viva Voce

19.6.1.4 Distribution of Marks for clinical examination (recommended)

a) Long Case discussion	50
b) 2 Short cases	50
c) periodontal Surgery	75
d) Post – Operative review	25
Total	200

19.6.2 Viva Voce: 100 Marks

19.6.2.1 Viva-Voce examination: 80 marks

All examiners will conduct viva-voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skill. It includes all components of course contents. It includes presentation and discussion on dissertation also.

19.6.2.2 Pedagogy : 20 marks

A topic be given to each candidate in the beginning of clinical examination. He/ she is asked to make a presentation on the topic for 8-10 minutes.

19.7 ORAL & MAXILLOFACIAL SURGERY

19.7.1 Minor Oral Surgery – 100 Marks

Each candidate is required to perform the minor oral surgical procedures under local anaesthesia. The minor surgical cases may include removal of impacted lower third molar, cyst enucleation, any similar procedure where students can exhibit their professional skills in raising the flap, removing the bone and suturing the wound.

- 19.7.2 (a) One long case - 60 marks
(b) Two short cases - 20 marks each

19.7.3 Viva Voce - 100 Marks

19.7.3.1 Viva-Voce examination: 80 marks

All examiners will conduct viva-voce conjointly on candidate's comprehension, analytical approach, and expression interpretation of data and communication skills. It includes all components of courses contents. It includes presentation and discussion on dissertation also.

19.7.3.2 Pedagogy Exercise: 20 marks

A topic be given to each candidate in the beginning of clinical examination. He/ she is asked to make a presentation on the topic for 8-10 minutes.

19.8 CONSERVATIVE DENTISTRY & ENDODONTICS

19.8.1 The duration of Clinical and Viva Voce examination will be 2 days for a batch of four students

19.8.2 Clinical Exercise I - 50 Marks
Cast core preparation

- | | | | |
|-------|-------------------------------------|---|----------|
| (i) | Tooth Preparation | - | 10 marks |
| (ii) | Direct Wax Patter | - | 10 marks |
| (iii) | Casting | - | 10 marks |
| (iv) | Cementation | - | 10 marks |
| (v) | Retraction & Elastomeric Impression | - | 10 marks |

19.8.3 Viva Voce : 100 Marks

19.8.3.1. Viva-Voce examination: 80 marks

19.8.3.2. Pedagogy Exercise: 20 marks

A topic be given to each candidate in the beginning of clinical examination. He/ she is asked to make a presentation on the topic for 8-10 minutes.

19.9 ORTHODONTICS

19.9.1 Practical / Clinical Examination : 200 Marks

19.9.1.1 Exercise No.: 1 Functional Case : 50 Marks

Selection of case for functional appliance and recording of construction bite. Fabrication and delivery of the appliance the next day.

19.9.1.2 Exercise No.: 2 multiband exercise : 50 Marks

III stage with auxiliary springs

OR

Bonding of SWA brackets and construction of suitable arch wire.

19.9.1.3 Exercise No. 3 Display of records of the treated cases (minimum of 5 cases) 5 cases X 15 marks = 75 Marks

19.9.1.4 Exercise No. : 4 long case discussions: 25

No.	Exercise	Marks allotted	Approximate Time
1	Functional appliance	50	1 hour
2	III stage mechanics / Bonding and arch wire fabrication	50	1 hr. 30 min.
3	Display of case records (a minimum of 5 cases to be presented with all the cases)	75	1 hour
4	Long cases	25	2 hours

19.9.2 Viva Voce : 100 Marks

19.9.2.1. Viva-voce examination: 80 marks

All examiners will conduct viva-voce conjointly on candidate's comprehension, analytical approach, and expression, interpretation of data and communication skills. It includes all components of course contents. It includes presentation and discussion on dissertation also.

19.9.2.2. Pedagogy Exercise: 20 marks

A topic be given to each candidate in the beginning of clinical examination. He/ she is asked to make a presentation on the topic for 8-10 minutes.

19.10 ORAL PATHOLOGY & MICROBIOLOGY

19.10.1 Practical / Clinical - 200 Marks

19.10.1.1 Case Presentation

a) Long case – 20 marks

b) Short case – 10 marks

19.10.1.2 Clinical Hematology

(any two investigations)

– 20 marks

Hb%, bleeding time, clotting time,

Total WBC count, Differential WBC

count and ESR

19.10.1.3 Smear Presentation

– 20 marks

Cytology or microbial smear
and staining

19.10.1.4 Paraffin sectioning and

H & E Staining

– 30 Marks

19.10.1.5 Histopathology slide discussion

– 100 Marks

19.10.2 Viva Voce

100 Marks

19.10.2.1 Viva-Voce examination: 80 marks

All examiners will conduct viva-voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents. It includes presentation and discussion on dissertation also.

19.10.2.2 Pedagogy Exercise: 20 marks

A topic be given to each candidate in the beginning of clinical examination. He/ she is asked to make a presentation on the topic for 8-10 minutes

19.11 PUBLIC HEALTH DENTISTRY

19.11.1 Practical / Clinical Examination: 200 Marks

19.11.1.1 Clinical examination of at least 2 patients representing the community – include history, main complaints, examination and recording of the findings, using indices for the assessment of oral health and presentation of the observation including diagnosis, comprehensive treatment planning.

(50 Marks – 1½ Hrs.)

19.11.1.2 Performing

a One of the treatment procedures as per treatment plan. (Restorative, surgical, rehabilitation)

b Preventive oral health care procedure.

c One of the procedures specified in the curriculum

(50 Marks – 1½ Hrs.)

19.11.1.3 Critical evaluation of a given research article published in an international journal .

(50 Marks – 1½ Hrs.)

- 19.11.1.4 Problem solving – a hypothetical oral health situation existing in a community is given with sufficient data. The student as a specialist in community dentistry is expected to suggest practical solutions to the existing oral health situation of the given community. (50 Marks – 1 1/2 Hrs.)

19.11.2 Viva voce: 100 Marks

19.11.2.1 Viva-Voce examination: 80 marks

All examiners will conduct viva-voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. IT includes all components of course contents. It includes presentation and discussion on dissertation also.

ii. Pedagogy Exercise: 20 marks

A topic is given to each candidate in the beginning of clinical examination. He/she is asked to make a presentation on the topic for 8-10 minutes.

19.12 PEDODONTIA & PREVENTIVE DENTISTRY

19.12.1 Practical Examination: 200 Marks

The Clinical / Practical and iva-Voce Examinations are conducted for a minimum of two days.

1st Day

19.12.1.1 Case Discussion, Pulp Therapy i.e. Pulpectomy on a Primary Molar.

Case Discussion	:	20 marks
Rubber Dam application	:	10 marks
Working length X-ray	:	20 marks
Obturation	:	20 marks
Total	:	<u>70 marks</u>

19.12.1.2 Case Discussion, Crown preparation on a Primary Molar for Stainless steel crown and cementation of the same.

Case Discussion	:	10 marks
Crown Preparation	:	20 marks
Crown Selection and Cementation	:	20 marks
Total	:	<u>50 marks</u>

19.12.1.3 Case Discussion, band adaptation for fixed type of space maintainer and impression making.

Case Discussion	:	20 marks
Bad adaptation	:	20 marks
Crown Selection and Cementation	:	20 marks
Total	:	<u>60 marks</u>

19.12.1.4 Evaluation of Fixed Space

Maintainer and Cementation : 20 marks

19.12.2 Viva Voce: 100 Marks

19.12.2.1 Viva-Voce examination: 80 marks

All examiners will conduct viva-voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all component of course contents. It includes presentation and discussion on dissertation also.

19.12.2.2 Pedagogy Exercise: 20 marks

A topic be given to each candidate in the beginning of clinical examination. He/ she is asked to make a presentation on the topic for 8-10 minutes.

19.13 ORAL MEDICINE & RADIOLOGY

19.13.1 Practical / Clinical Examination: 200 Marks

19.13.1.2 Clinical Case Presentation

2 Spotters 2 x 10 = 20 Marks

2 Short Cases 2 x 15 = 30 Marks

2 Short Cases 1 x 50 = 50 Marks

Total = 100 Marks

19.13.1.2 Radiology Exercise

A) One Intra Oral Radiograph : 10 Marks

B) One Occlusal Radiograph : 30 Marks

C) Two Extra Oral Radiograph : 2x30=60 Marks

Including technique and interpretation

19.13.2 Viva Voce: 100 Marks

19.13.2.1 Viva- Voce examination: 80 marks

All examiners will conduct viva-voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents. It includes presentation and discussion on dissertation also.

19.13.2.2 Pedagogy Exercise: 20 marks

A topic be given to each candidate in the beginning of clinical examination. He/ she is asked to make a presentation on the topic for 8-10 minutes.

20. RE- VALUATION OF ANSWER BOOKS:

There shall be no provision of re-totaling / Revaluation of written and practical/ Clinical papers as the papers are valued by the four expert examiners.

21. CRITERIA FOR DECLARING AS PASS:

To pass in the University examination

21.1 Dissertation should have been approved by the examiners in that year or previous years.

21.2 Shall have secured a minimum of 50% marks in aggregate of all the written papers (150 Marks out of 300 Marks.)

21.3 Shall have secured a minimum of 50% marks in aggregate of Practical / Clinical examination and VIVA examination. (150 Marks out of 300 Marks).

21.4 Candidates passing the MDS examination shall be declared to have passed the examinations in

A) Second class – 50% and above and below 75 % marks in aggregate.

B) First Class – above 75 % of marks in aggregate.

21.5 A candidate who is declared successful in the M.D.S. examination shall be granted a degree of "Master of Dental Surgery" in the specialty.

22. EXAMINERS:

- 22.1 The University examination shall be conducted by a board of four examiners appointed by the University.
- 22.2 The board of four examiners consists of two internal and two external examiners.
- 22.3 One of the internal examiners shall be appointed as chairman of board by the University.
- 22.4 50% of the external examiners shall be from outside the state.

23. QUALIFICATION & EXPERIENCE FOR EXAMINERS:

- 23.1 He/She should possess PG qualification and teaching experience of more than 4 Years after obtaining PG qualification in the same specialty.
- 23.2 No person who is not an active postgraduate teacher in the subject can be appointed as an examiner.
- 23.3 Reciprocal arrangement of Examiners should be discouraged; in that, the Internal Examiner in a Subject should not accept External Examiner ship for a institution from which External Examiner is appointed.
- 23.4 No person shall be an external examiner for the same institution for more than Four consecutive Examinations. However if there is a break of two examinations, the person can be re-appointed in subsequent examinations.

24. CHECK LISTS**24.1 CHECKLIST – 1**

**MODEL CHECKLIST FOR EVALUATION OF JOURNAL
REVIEW PRESENTATIONS**

Name of Trainee:

Date:

Name of Faculty / Observer:

S. No	Items for observation during presentation	Poor 0	Below Average 1	Average 2	Good 3	Very Good 4
1	Article chosen was					
2	Extent of understanding of scope and objectives of the paper by the candidate					
3	Whether cross references have been consulted.					
4	Whether other relevant publications consulted					
5	Ability to respond to questions on the paper / subject.					
6	Audio – Visual aids used					
7	Ability to defend the paper.					
8	Clarity of presentation.					
9	Any other observation					
	Total Score					

CHECKLIST-2**MODEL CHECKLIST FOR EVALUATION OF SEMINAR PRESENTATIONS**

Name of the Trainee :

Date:

Name of the Faculty / Observer :

S.No	Items for observation during presentation	Poor 0	Below Average 1	Average 2	Good 3	Very Good 4
1	Whether other relevant publications consulted.					
2	Whether cross-references have been consulted.					
3	Completeness of Preparation.					
4	Clarity of presentation.					
5	Understanding of subject.					
6	Ability to answer the questions.					
7	Time scheduling.					
8	Appropriate use of Audio – Visual aids.					
9	Overall performance.					
10	Any other observation.					
Total Score						

24.3. CHECKLIST-3**MODEL CHECKLIST FOR EVALUATION OF CLINICAL WORK IN OPD**

(To be completed once a month by respective Unit Heads including posting in other department)

Name of the Trainee :

Date:

Name of the Unit Head :

S.No	Items for observation during presentation	Poor 0	Below Average 1	Average 2	Good 3	Very Good 4
1	Regularity of attendance.					
2	Punctuality.					
3	Interaction with colleagues and supportive staff.					
4	Maintenance of case records.					
5	Presentation of cases.					
6	Investigations work up.					
7	Chair-side manners.					
8	Report with patients.					
9	Over all quality of clinical work.					
Total Score						

24.4. CHECKLIST- 4**EVALUATION FROM THE CLINICAL CASE PRESENTATION**

Name of the Trainee :

Date:

Name of the Faculty / Observer :

S.No	Items for observation during presentation	Poor 0	Below Average 1	Average 2	Good 3	Very Good 4
1	Completeness of history					
2	Whether all relevant points elicited.					
3	Clarity of presentation.					
4	Logical order.					
5	Mentioned all positive and negative.					
6	Accuracy of general physical examination.					
7	Diagnosis : whether it follows logically from history and findings.					
8	Investigations required. Complete List. Relevant order. Interpretation of investigations.					
9	Ability to react to questioning whether it follows logically from history and findings					
10	Ability to defend diagnosis.					
11	Ability to justify differential diagnosis.					
12	Others.					
	Grand Total					

Note:- Please use a separate sheet for each faculty member.

24.5.CHECKLIST- 5**MODEL CHECK LIST FOR EVALUATION OF TEACHING SKILL**

Name of the Trainee :

Date:

Name of the Faculty / Observer:

S.No	Items for observation during presentation	Strong Point	Weak Point
1	Communication of the purpose of the talk		
2	Evokes audience interest in the subject.		
3	The introductions.		
4	The sequence of ideas.		
5	The use of practical example and / or illustrations.		
6	Speaking style (enjoyable, monotonous, etc. Specify)		
7	Attempts audience participation.		
8	Summary of the main points at the end.		
9	Asks questions.		
10	Answers questions asked by the audience.		
11	Rapport of speaker with his audience.		
12	Effectiveness of the talk		
13	Uses AV Aids appropriately.		

24.6. CHECKLIST- 6**MODEL CHECK LIST FOR DISSERTATION PRESENTATION**

Name of the Trainee :

Date:

Name of the Faculty / Observer:

S.No	Items for observation during presentation	Poor 0	Below Average 1	Average 2	Good 3	Very Good 4
1	Interest shown in selecting topic.					
2	Appropriate review.					
3	Discussion with guide and other faculty.					
4	Quality of protocol.					
5	Preparation of Proforma					
	Total Score					

24.7. CHECKLIST- 7**CONTINUOUS EVALUATION OF DISSERTATION WORK BY GUIDE / CO-GUIDE**

Name of the Trainee :

Date:

Name of the Faculty / Observer:

SL.No	Items for observation during presentation	Poor 0	Below Average 1	Average 2	Good 3	Very Good 4
1	Periodic consultation with guide / co-guide.					
2	Regular collection of case material					
3	Depth of analysis/ Discussion.					
4	Department presentation of findings.					
5	Quality of final output.					
6	Others					
	Total Score					

24.8. CHECKLIST- 8**OVERALL ASSESSMENT SHEET**

Date:

SL. NO.	Faculty Member	Name of trainee and Mean Score									
		A	B	C	D	E	F	G	H	I	J
1											
2											
3											
4											
5											
6											

Signature of HOD

Signature of Principal

The above overall assessment sheet used along with the logbook should form the basis for certifying satisfactory completion of course of study, in addition to the attendance requirement.

KEY:

Faculty member: Name of the faculty doing the assessment.**Mean score** : Is the sum of all the scores of checklist 1 to 7.**A, b,** : Name of the trainees.**25.0 LOG BOOK**

The proforma of tables are given below.

25.1. TABLE 1

ACADEMIC ACTIVITIES ATTENDED

Name:

Admission Year:

College:

Date	Type of activity Specify Seminar, Journal club, presentation, UG teaching	Attended / Participated

25.2. TABLE 2

ACADEMIC PRESENTATIONS MADE BY THE TRAINEE

Name:

Admission Year:

College:

Date	Topic	Type activity Specify Seminar, Journal club, presentation, UG teaching etc.

25.3. TABLE 3:

DIAGNOSTIC AND OPERATIVE PROCEDURES PERFORMED

Name:

Admission Year:

College:

Date	Name	OP. No.	Procedure	Category O, A, PA, PI

Key:

- O - Washed up and observed-Initial 6 months of admission.
- A - Assisted a more senior surgeon – I year MDS
- PA - Performed procedure under the direct supervision of a senior surgeon – II year MDS.
- PI - Performed independently – III year MDS

26.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 25 of 2014
BACHELOR OF AYURVEDIC MEDICINE & SURGERY (B.A.M.S)

The programme shall be governed by the norms, rules and guideline of the concerned regulatory council Central council of Indian Medicine, New Delhi and the policies of Government of Madhya Pradesh.

1. Definition & Duration: The duration of the programme of instruction for the degree of Ayurvedacharya (Bachelor of Ayurvedic Medicine & Surgery) shall be Four Year and Six Months, followed by compulsory rotating internship for one year.

This period of Four Year and Six Months will be divided as follows:—

Ist Professional	12 month
IInd Professional	12 month
IIIrd Professional	12 month
Final Professional	18 months
Compulsory Rotatry Internship	12 months

2. Admission

2.1 Eligibility: A candidate who attains the age of 17 years or more on or before 31st December of the year and has passed:

i) 10+2 examination from the MP Board of School Education, with at least 50% marks in aggregate of Physics, Chemistry & Biology for unreserved category and not less than aggregate Marks for reserve category students.

OR

ii) An examination of any other University / Board recognized by state govt. as equivalent there to with at least 50% marks in aggregate of Physics, Chemistry & Biology.

iii) English should be essentially a subject in 10+2 examination.

iv) The intake of seats will be made as per provisions of Statute 28 and as approved by Govt. of India

3. Procedure: Admission shall be made through merit/entrance test conducted by Govt. authorized agency in the state fee shall have to be remitted by the students in the beginning of every academic year on duly notified dates. Candidates failing to deposit the fee in time shall be liable for penalty, as prescribed by the University. The fee structure laid down in the Admission Bulletin of the specific year will remain applicable all through the course duration of the candidates who have taken admission in the concerned academic year.

4. Examination:

4.1 The examination shall be open to a person:—

A. Who possesses the qualification laid down in clauses 3.

B. (i) Who has been on the rolls of a college admitted to the privileges of this University for the period provided in clause 2.1.

(ii) Whose name is submitted to the Registrar/Controller of Examination by the Principal of the College provided that the Principal of the College certifies that the candidate has:

- a) Attended not less than 75% of the full course of lectures delivered in each subject 85% of the period assigned to practical work in each subject (the lectures & practical work shall be counted up to 21 days before the commencement of the examination);

4.2 The examination shall be held according to the syllabus prescribed by central council of Indian medicine New Delhi and adopted by the University for regular students. Provided that the syllabus for candidates for the compartment examination shall be the same as was in force in the last Annual Examination.

4.3 Number of Papers teaching hours and Marks for Theory / Practical are as below:—

Name of the Subject	Number of hours of Teaching			Details of Maximum Marks			
	Theory	Practical	Total	Number of Papers	Theory	Practical	Total
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Ist Professional							
Padarth Vigyan evam Ayurved ka Itihas.	100	--	100	Two	200	--	200
Sanskrit	200	--	200	One	100	--	200
Kriya Sharir (Physiology)	200	200	400	Two	200	100	100
Rachna Sharir (Anatomy)	300	200	500	Two	200	100	300
Maulik Siddhant evam Ashtang Hridaya (Sutra Sthan).	150	--	150	One	100	--	100
IInd Professional							
Dravyaguna Vigyan	200	200	400	Two	200	200	400
Agadtantra Vyavhar Ayurved evam Vidhi Vaidyaka.	200	100	300	One	100	50	150
Rasashastra Exam – Bhaishajya Kalpana Part-I.	200	200	400	Two	200	200	400
Charak- Samhitra (Puravardh)	200	--	200	One	100	--	100
IIIrd Professional							
Roga Nidan Exam Vikriti Vigyan.	200	100	300	Two	200	100	300
Swastha Vritta & Yoga	200	100	300	Two	200	100	300
Prasuti & Striroga	200	100	300	Two	200	100	300
Bal Roga	100	100	200	One	100	50	150
Charak Samhita (Uttarardh)	200	--	200	One	100	--	100
Final Professional							
Kayachikitsa	300	200	500	Two	200	100	300
Panchakarma	100	200	300	One	100	50	150
Shalya Tantra	200	150	350	Two	200	100	300
Shalakya Tantra	200	150	350	Two	200	100	300
Reaearch Methodology & Medical – statistics.	50	--	50	One	50	--	50

NOTE : The period of theory and practical shall not be less than 60 minutes (one hour). The duration of the practical of clinical subjects and Rachna Sharir (Dissection) shall be of at least 120 minutes (Two hours).

5.1 FIRST PROFESSIONAL EXAMINATION:

- a) The first professional examination shall be at the end of one academic year of first professional session. The first professional session will ordinarily start in July.
- b) The first professional examination shall be held in the following subjects :—
 1. Padarth Vigyan evam Ayurved ka Itihas
 2. Sanskrit
 3. Kriya Sharir (Physiology)
 4. Rachna Sharir (Anatomy)
 5. Maulik Siddhant evam Ashtang Hridaya (Sutra Sthan).
- c) A student failed in not more than two subjects shall be held eligible to keep the terms for the second professional Courses, however he/she will not be allowed to appear for second professional examination unless he/she passes in all the subjects of the first professional.

5.2 SECOND PROFESSIONAL EXAMINATION:

- a) The Second professional session shall start every year in the month of July following completion of First Professional examination.
- b) The second professional examination shall be ordinarily held and completed by the end of month of May/June every year after completion of one year of Second Professional session.
 1. Dravyaguna Vigyan (Pharmacology and Materia Medica)
 2. Rasashastra – Bhaishajya Kalpana (Pharmaceutical Science)
 3. Agad Tantra Vyavhar Ayurved evam Vidhi Vaidyaka (Toxicology and Medical Jurisprudence)
 4. Charak- Puravardh
- c) A student failed in not more than two subjects shall be held eligible to keep the terms for the third professional examination, however he/she will not be allowed to appear for third professional examination unless he/she passes in all the subjects of second professional examination.

5.3 THIRD PROFESSIONAL EXAMINATION :

- a) The Third Professional session shall start every year in the month of July following completion of second professional Examination.
- b) The Third Professional examination shall be ordinarily held and completed by the end of the month of May/June every year after completion of one year of third professional session.
 1. Roga Nidan Vikriti Vigyan (Pathology & Microbiology)
 2. Charak Samhita_ Uttarardh
 3. Swastha Vritta & Yoga (Preventive and Social Medicine & Yoga)
 4. Prasuti & Striroga (Gynaecology & Obstetrics)
 5. Bal Roga (Paediatrics)
- (a) A Student failed in not more than two subjects shall be held eligible to keep the terms for the final professional examination, however he/she will not be allowed to appear for final professional examination unless he/she passes in all the subjects of Third Professional examination.

5.4 FINAL PROFESSIONAL EXAMINATION :

- a) The final professional session will be of 1 and _ year duration and shall start every year in the month of July following completion of Third professional Examination. The Final professional examination Shall be ordinarily held and completed by the end of month of Oct./ Nov. every year after completion of one and half year of final professional examination.
- b) Final professional examination shall comprise of the following subjects :—
1. Shalya Tantra (General Surgery)
 2. Shalakya Tantra (Diseases of Head & Neck including Ophthalmology, ENT and Dentistry)
 3. Kayachikitsa (Internal Medicine-including Manas Roga, Rasayan & Vajkarana).
 4. Panchakarma
 5. Research Methodology & Medical – statistics.

6. Examination Fee:

The examination fee to be paid by a candidate shall be as per University norms for each examination, or a part thereof.

7. Evaluation:

The minimum marks required to pass in each subject shall be 50% (written & practical separately).

- 7.1 The final results shall be declared after taking into account the marks obtained by the candidate in all the examination & candidates who obtain more than 75% marks and passed in the first attempt all the examinations within the normal period of instructions shall be declared to have passed with distinction.
- 7.2 Every successful candidate shall be granted a Certificate-cum detail marks card of each examination. Marks obtained in each subject shall be supplied to unsuccessful candidates also. Provided that a candidate who qualifies all the four and half Year examinations of Ayurvedacharya will be issued a Degree of Ayurvedacharya (Bachelor of Ayurvedic Medicine & Surgery) B.A.M.S after completion of internship as provided in Clause-12
- 7.3 Every candidate on passing the Ayurvedacharya (Bachelor of Ayurvedic Medicine & Surgery) course of studies shall be required to, undergo compulsory rotatory internship training for a period of one year as under before the degree of Ayurvedacharya (Bachelor of Ayurvedic Medicine & Surgery) is conferred upon his /her.

Departments (1)	Distribution of Six Months (2)	Distribution of Twelve months (3)
1. Kayachikitsa	2 Months	4 Months
2. Shalya	1 Month	2 Months
3. Shalakya	1 Month	2 Months
4. Prasuti Tantra & Stri Roga	1 Month	2 Months
5. Kaumarbhritya	15 Days	1 Month
6. Panchkarma	15 Days	1 Month

Six months training of interns will be carried out with an object to orient and acquaint the intern with National health program. The intern will have to join in one of the following institute for undertaking such training.

- a) Primary Health Centre
- b) Community Health Centre/ District Hospital
- c) Any Hospital of Modern Medicine.
- d) Any Ayurved Hospital or Dispensary

All the above centers (a,b,c and d) will have to be recognized by the concerned University and concerned Govt. designated authority for taking such a training.

NOTE : Internship will start after the declaration of final year B.A.M.S examination result and Registration of Madhya Pradesh Ayurwada Unani Chikitsa Board, Bhopal

8. General:

- 8.1 Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of academic year & nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance & the amended Ordinance, if any shall apply to all the students, whether old or new.
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 Departments/ Institutions/ Schools. Which will not be contradictory to the CCIM regulation / GOI/GOMP rules. The decision of the Vice-Chancellor shall be final.
10. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 26 of 2014
POST BASIC B.Sc. (NURSING) PROGRAMME
(2 Year Degree Course)

1. Admission to the Course:

Admission to the Post Basic B.Sc. (Nursing) course shall be made in accordance with the terms and conditions

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. Must have obtained a Diploma in General Nursing and Midwifery from a recognized Board/ University and registered as R.N.R.M. with the State Nurses Registration Council. A male nurse,

trained before the implementation of the new integrated course besides being registered as a nurse with State Nurses Registration Council, shall produce evidence of training approved by Indian Nursing Council for a similar duration in lieu of midwifery in any one of the following areas :

- a. O.T. Techniques
- b. Ophthalmic Nursing
- c. Leprosy Nursing
- d. TB Nursing
- e. Psychiatric Nursing
- f. Neurological and Neuro surgical Nursing
- g. Community Health Nursing
- h. Cancer Nursing
- i. Orthopedic Nursing
- ii. The candidate should be medically fit.
- iii. Admission shall be done once in a year.

Note:—The age of the candidates seeking admission to the above courses shall be determined as per entry in the Matriculation/Secondary School Examination certificate or any other examination recognized as equivalent thereto.

4. Duration of the Course:

- i. The duration of the course shall be 02 year.
- ii. Duration of each course of Post Basic B.Sc. (N) i, ii year shall not be less than 10 month.
- iii. Maximum period to complete the course successfully should not exceed 4 years from the date of admission.

5. The Medium of Instruction:

The medium of instruction and examination shall be English.

6. Syllabus:

Syllabus of the course of Basic Post (Nursing) will be as per guidelines of Indian Nursing Council and as approved by the Board of Studies/Academic Council.

7. Clinical Postings:

During first year to Second year, there will be clinical postings according to master rotation plan in the different clinical areas of hospital & community.

8. Examinations:

The examinations shall be held as per Scheme of Examinations as approved by the Board of Studies/Academic Council of the University.

9. Distribution of Marks:

The distribution of marks shall be as prescribed in the Scheme of Examinations approved by the Board of Studies/Academic Council of the University.

10. 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.

11. 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 degree.
- iv. A deficiency in the attendance, both in theory and practical may be condoned by the Principal of Nursing up to 5%.
- v. The student must secure at least 50% marks of the total marks fixed for internal assessment in each subject, separately.
- vi. The student, who fulfils the conditions laid down under (i) to (iii) above for one or more subjects and not for the other(s), will be allowed to take examination only in such subject(s) in which he fulfils the conditions.

12. Exemption from Attendance:

1. The students who voluntarily donate blood to Blood Bank may be given the benefit of attendance of all period of that day.
2. The students who are appearing in First, Second & Third Supplementary examinations may be exempted from attending theory classes, practicals and demonstrations.
3. The student may be given benefit of maximum 21 days of attendance on account of his/her participation in University or Inter-Collegiate Sports Tournaments/ Youth Festivals, NCC/NSS Camps/University Educational Excursions, Mountaineering Courses; and maximum 30 days for participation in Inter-University Sports Tournaments/ Youth Festivals; Provided that he/she has obtained prior approval of the Director/Principal, Faculty of Nursing on the recommendation of the concerned Head of the Department; Provided further that credit may be given only for the days on which lectures were delivered or tutorials or practical work done during the period of participation in the aforesaid events.

Time to Forward the List of Students Eligible to Appear in the Examination:

The Dean/Director, Faculty of Nursing shall send the list along with the examination admission forms of those students who satisfy the eligibility criteria to appear in the examinations to the Controller of Examinations as per schedule of examination circulated by the Controller of Examinations each year.

Internal Assessment:

The Internal Assessment shall be as given in the Scheme of Examination as approved by the Board of Studies/Academic Council.

- I. Internal Assessment should be submitted to the Controller of Examinations at least two weeks before the commencement of theory examinations.
- II. Internal Assessment shall be awarded on the basis of student's participation in learning process (class tests, assignment, pre-university examination, attendance, extra-curricular activities, etc.) as prescribed in the Scheme of Examinations as approved by the Board of Studies/Academic Council.

- III. The concerned teacher shall maintain and preserve the Internal Assessment record of each student, which should be made available for inspection to the student concerned as well as university authorities whenever demanded.
- IV. The re-appear/fail students may be re-assessed, if they so desire, next time for the purpose of improvement of internal assessment, otherwise their previous score of assessment will be carried forward.

Promotion to Higher Class:

- I. A student who has passed the lower class examination shall be eligible to higher class examination.
- II. A student failing in more than four subjects in first year class will not be promoted to 2nd year class, however student must pass each paper in 3 attempts including first attempt.
- III. A student who fails in the lower examination may be allowed to attend the next higher class but he/she will not be allowed to appear in the examination of the higher class till he/she passes in all the subjects of lower class.
- IV. If the student fails in either theory or practical papers he/she has to re-appear both the papers (Theory and practical).

Re-appear/Fail Cases:

The re-appear/fail students will be allowed to appear in the supplementary examinations

Migration:

A student who has passed his first year of Basic Post (Nursing). examination from any Nursing College/Institute may be permitted to migrate from one College/Institute to another under the following conditions:

- I. The student has to apply for migration to the University within two months from the date of declaration of his/her first year Basic Post B.Sc. (Nursing) result.
- II. The applicant student will be permitted to migrate if a vacant seat is available in the College/Institute where, he/she wants to migrate.
- III. The applicant's total aggregate marks should not be less than the lowest marks obtained by a student of the college to which the migration is sought. This will be applicable only to the applicants seeking inter-University migration.
- IV. The applicant must submit 'No Objection Certificate' from the Principals/Directors of both the Colleges/Institutes from which migration is sought and the college to which migration is sought.
- V. Notwithstanding anything contained in the above rules, if an applicant does not fulfill any of the conditions given above, the Vice-Chancellor may allow a student to migrate under exceptional circumstances to another college.

Examination Fee and Date for Receipt of Examination Forms:

- I. The student will pay examination fee as prescribed by the University from time to time.
- II. The schedule for the receipt of examination forms and fees shall be fixed by the Vice-Chancellor from time to time.

Pass Percentage and Gradation/Division:

- I. The student who secures 50% marks in aggregate with a minimum of 50% in theory including orals and a minimum of 50% marks in practicals/clinicals shall be declared to have passed.
- II. The student who secures 60% or more of the total marks in aggregate will be declared to have passed with 'First Division'.
- III. The student who secures less than 60% of the total marks in aggregate will be declared to have passed with 'Second Division'.
- IV. The student who secures 75% marks or above in a subject shall be declared to have passed with 'First Division Distinction' in that subject, provided he passes in all the subjects of the relevant professional examination in the first attempt.
- V. The student who completes the course in minimum period and passes each examination in the first attempt obtaining not less than 75% marks in each subject of every examination, shall be awarded degree of Bachelor of Science in Nursing with distinction in subject/s concerned.
- VI. The student who secures less than 50% marks either in theory including orals or in practical/clinical or both shall be declared to have failed.
- VII. The student must secure a minimum of 40% marks in subsidiary subjects.

Discharge from the Course:

- I. The student, who does not clear the First Professional examination within three years from the date of admission, shall be discharged from the course.
- II. The maximum period to complete the course successfully should not exceed 4 years.

Grace Marks:

- I. Maximum of five grace marks can be awarded to a student in theory papers only in one academic year.
- II. Grace marks can be awarded in a maximum of three papers only in an academic year. He/she should be pass in other papers.
- III. If the student fails in one paper, he/she can be awarded a maximum of 04 grace marks only.
- IV. After the award of grace marks, the student should be pass in all the papers.

Evaluation:

The answer books will be evaluated as prescribed in the Scheme of Examinations.

Re-checking/Re-evaluation of Answer Books:

Rechecking/re-evaluation of answer books shall be governed by the provisions of Clause 5.18 of First Ordinance of the University.

Practical Examinations:

The practical examinations shall be conducted as prescribed in the Scheme of Examinations.

Appointment of Examiners:

The examiners will be appointed as per the following guidelines of the Indian Nursing Council with the approval of the Vice-Chancellor.

- I. An internal examiner should be a lecturer or above in a college of nursing with M.Sc. Nursing in concerned subject and minimum of 3 years of experience.
- II. External examiner should be a lecturer or above in other university with M.Sc. Nursing in concerned subject and minimum of 5 years of experience.
- III. One external and one internal examiner should jointly conduct practical examination for each student.
- IV. External examiners shall not be from the same university and preferably be from outside the state/ University.
- V. External examiners shall rotate at an interval of 2 years.
- VI. In case the suitable examiner is not available, the Vice-Chancellor can relax the experience.

Declaration of Results:

- I. Results shall be declared as early as possible after the conclusion of each examination, but not later than the start of teaching for the next academic session.
- II. The successful students of the 1st and 2nd year examinations will be issued Detailed Marks Card.
- III. The failed students will also be issued Detailed Marks Cards.
- IV. The student whose result is declared late without any fault on his/her part may be allowed to attend the classes for the next higher Phase/Semester provisionally at his /her own risk and responsibility, subject to his /her passing the concerned Professional examination. In case, the student fails to pass the concerned examination, he/she will be governed by the Clause 15 of these regulations.

Clinical Training

All the candidates shall complete 1665 teaching hours in Clinical Training during the course.

Internship of the Students of SRK University:

All the students of Sarvepalli Radhakrishnan University will complete their internship in their parent college/ Hospital. In some exceptional circumstances, a student may be permitted to complete his internship in another affiliated college subject to consent of Principals of both the colleges and No Objection Certificate from the University. This would be allowed only if a seat is vacant in the college in which the student wants to complete his/her internship. The students will not be allowed to do their Internship in a Civil Hospital.

General

Not with standing the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year.

* The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE

No. 27 of 2014

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 Architect New Delhi.

- 1.0 The first degree in Architecture of five-year (Ten semester) course, hereinafter called 5-YDC, 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 maths conducted by the M.P. 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/ST/ other categories).
- 2.2 Candidates who have qualified the diploma course in any branch with 45% marks in aggregate from M.P. Board of Technical Education, Bhopal or any equivalent board recognized by AICTE shall also be eligible for admission to the third semester of B.Arch. course. The admissions to B.Arch. course shall be governed by the rules of the Technical Education Government of Madhya Pradesh Bhopal.
- 2.3 Candidate who have qualified the NATA Conduct by council of Architecture will only be eligible for admission

2.4 Admission procedure will be as per decided of Board of Management of University.

- 2.5 The fees of course shall be decided by board of Management of University and number of seats will be as per statute 28.

- 3.0 **EXAMINATIONS - PROMOTION TO HIGHER SEMESTER AWARD OF CREDITS AND GRADES, DIVISION AND CONDONATION OF DEFICIENCIES**
 As per Ordinance No. 5

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) / Practicals (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 / 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 Nine 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 allsemesters 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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

ORDINANCE

No. 28 of 2014

FIVE YEAR INTEGRATED POST GRADUATE ENGINEERING PROGRAMME

1.0 This ordinance shall be applicable to candidate admitted for Integrated Post Graduate Programm.

1.1 Five & half year integrated Course in Engineering/Technology/Pharmacy and Management (in the respective discipline), and Six and half year Integrated Course in Architecture and Management leading to Masters Degree in management (in the Architecture discipline) shall be abridged as MTM (Master of Technology Management) for Engineering/Technology, MPM (Master of Pharmacy Management) for Pharmacy and MAM (Master of Architecture Management) for Architecture.

1.2 The candidate shall become eligible for the B.E./B.Tech. or B. Pharm or B.Arch. Degree after successful completion or 8th semester (for Engineering/Technology and Pharmacy) or 10th semester (for Architecture), on successful completion of bachelor level course, in according with provision of this ordinances. However both the degree shall only be awarded after successful completion of the five and half year Integrated Course.

1.3 The MTM/MPM/MAM degree shall be awarded on successful completion of each of the following:

- Bachelor degree in Engineering / Tech/Pharmacy/Architecture.

- Credits in Managements subjects form semester 3 to 5 for Engineering/ Technology and Pharmacy and from semester 5 to 10 for Architecture, along with bachelor degree curriculum.
- Credits in management subjects at 9th 10th semester for Engineering / Technology/Pharmacy or 11th & 12th semester in Architecture.
- 6 Months internship in the respective discipline, in 11th semester for Engineering/ Technology /Pharmacy or in 13th semester for Architecture, as the case may be.

- 1.4 The studies and examinations of MTM/MPM/MAM courses shall be on the basis of Marks-Cum-credit system but semester wise and final evaluation shall be by grading system, broadly, in accordance with the Ordinance No. 05 "Credit Based Grading System".

2.0 ADMISSIONS

- 2.1 Minimum qualification for admission to the first year of this course shall in accordance with the provision of University ordinances for the respective bachelor degree courses, i.e. , 12,13,27 for MTM, MPM, and MAM courses, respectively .
- 2.2 Lateral entry and/or transfer of candidates form other courses shall not be permitted at any stage of this course.
- 2.3 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.
- 2.4 Selection for these courses shall be at the stage of, 3rd Semester for MTM/MPM and 5th semester for MAM. The selection shall be on the basis of merit of 1st year result of the respective branch / course for MTM/MPM, and on the basis of merit of combined result of 1st and 2nd Year of B. Arch. for MAM.

3.0 EXAMINATIONS

- 3.1 MTM/MPM course shall be divided into 11 semesters and MAM in 13 semesters. Each semester would be approximately of six months duration including vacation / preparatory leave / examination/ industrial training etc.
- 3.2 The subjects to be studied in different semesters of the course shall be as per the schemes and syllabi, approved by the respective Board of Studies.
- 3.3 There will be full examination at the end of each semester consisting of end semester of theory and practical of all the subject, Supplementary examination will not be conducted separately.
- 3.4 The semester examination will generally be held in Nov.-Dec. and April-May in each Year.

4.0 PROMOTION TO HIGHER SEMESTER AND YEAR

A candidate who has been admitted in the MTM/MPM/MAM will be promoted to the higher class in accordance with the following rules:

- 4.1 A candidate who has taken admission in odd semester of a particular year will automatically be promoted to even semester of the year irrespective of failing in any number of subjects of previous semester.
- 4.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0.
- 4.3 To pass a particular subject of the programme the minimum required grade is D. However, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts of the subject. For practical examinations at least one external examiner from out side the institute shall always be there.

- 4.4 A candidate who fails to score minimum of grade D in more than two subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.
- 4.5 Before admission into 9th semester for MTM/MPM and 11th semester for MAM candidate should have fully cleared all the 8th semesters for MTM/MPM, and all the 10 semesters for MAM course, with CGPA of at least 5.0
- 4.6 The result of 11th and final semester for MTM/MPM, or 13th for MAM, shall be declared only if the candidates has fully cleared all the previous semesters with CGPA of 5.0
- 4.7 If a candidate has passed all the subjects of the course but has failed to score a minimum CGPA of 5.0 as per the requirement of rule 4.2 and 4.6 above, such a candidate shall be permitted to cover up the short fall in requisite grade point by reappearing in maximum of two theory/practical subjects chosen from subjects of any of the semesters (other than 1st year for MTM/MPM and 1st and 2nd year for MAM) in the ensuring examination.
- 4.8 Other than the provision of rule 4.7 above a candidate shall not be permitted to reappear, in the papers which he/she has cleared, for improvement of division / marks or for any other purpose.

5.0 CONDONATION OF DEFICIENCY

One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, on behalf of the Vice-Chancellor in the MTM/MPM/MAM.

6.0 AWARD OF DIVISION

- 6.1 Division shall be awarded only after the final semester examination (11th for MTM / MPM, and 13th for MAM) based on integrated performance of the candidate for all the five years as per following details

CGPA Score	Division
$7.5 \leq \text{CGPA}$	First Division with Honours
$6.5 \leq \text{CGPA} < 7.5$	First Division
$5.0 \leq \text{CGPA} > 6.5$	II Division

- 6.2 The Conversion form grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.
Percentage marks scored = CGPA Obtained x 10

7.0 DURATION OF PROGRAMME

- 7.1 There shall be at least fourteen weeks of teaching in every semester.
- 7.2 One hour of conduct in Lecturer (L) Tutorial (T)/ Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 7.3 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 cannot claim any right on the basis of his/her provisional admission.
- 7.4 The maximum duration to the course shall be 08 years for MTM/MPM and 09 years for MAM.

8.0 MEDIUM OF INSTRUCTION.

The medium of instruction and examination shall be English throughout the programme of study.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL**ORDINANCE****No. 29 of 2014****BACHELOR OF LAWS (LL.B.)**

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 BCI.

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.

- (i) 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, 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 years 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 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.
- 14.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 30 of 2014
BACHELOR OF EDUCATION (B.Ed.)
(Two 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 Maths 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 far 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, viz: Certificates.

- (i) Of good conduct
- (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

<u>Item</u>	<u>Essential (Numbers)</u>
a Lesson planning and teaching in real school situation including internship	Thirty lessons – fifteen lessons in each teaching subject
b Lesson planning and teaching in simulated situation	Ten lesson – five lessons in each 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

- (c) Supervision of Practice lesson

Out of prescribed practice teaching lessons atleast 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 sessional.

- (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 per decision of Board of Management of the University

7.0 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 students 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 mark in case a candidate failing or missing a division by one marks subject to the condition that that where the deficiency of one mark 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 completed publish the results of the examination by announcing the roll nos. and names of successful candidates.

12.0 In the notification declaring results 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, 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.

14.0 Legal Jurisdiction

All matters of any dispute shall be limited to Bhopal court only. The University reserve the rights to change configuration, courses, contents, fee structure, scheme of evaluation, time schedule of face to face programme and examination as per need.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 31 of 2014
BACHELOR OF PHYSICAL EDUCATION (B.P.Ed.)
(TWO YEAR DEGREE COURSE)

This Ordinance framed as per rules/ regulations/ guidelines laid down by NCTE shall be applicable to candidates admitted to Bachelor of Physical Education (B.P.Ed.). The B.P.Ed Programme shall be of duration of Two academic year or Four Semesters. There shall be at least 200 working days per year exclusive of admission and examination etc. the institution shall work for a minimum of 36 hours in a week (five or six days week.)

1.0 Admission:

1.1 Bachelor's degree in any discipline with 50% marks and having at least participation in the inter-College/ Inter-Zonal/ District/ School competition in sports and games as recognized by the AIU/IOA/ SGFI/ Govt. of India.

Or

1.2 Bachelor's degree in physical education with 45%

Or

1.3 Bachelor's degree in any discipline with 45% marks and studied physical education as compulsory/ elective subject.

Or

1.4 Graduation with 45% marks and at least three years of teaching experience.

2.0 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.

3.0 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 & candidates who obtain 60% or above marks placed in first division and First Division with Honors 75% and above.

4.0 The details of courses will be decided by Board of Management on the recommendation of Board of Studies & Academic Council time to time.

5.0 Regarding Attendance, merit list, condonation of deficiency etc will be as per Ordinance of University from time to time for this purpose.

6.0 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.

7.0 Legal Jurisdiction

All matters of any dispute shall be limited to Bhopal court only. The University reserve the rights to change configuration, courses, contents, fee structure, scheme of evaluation, time schedule of face to face programme and examination as per need.

8.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 32 of 2014
MASTER OF PHYSICAL EDUCATION (M.P. Ed.)

This Ordinance framed as per rules/ regulations/ guidelines laid down by NCTE shall be applicable to candidates admitted to Master of Physical Education (M.P. Ed.)

1. ADMISSION:—

Candidate who have obtained at least fifty percent marks in the B.P. Ed. Degree / or Bachelor of Physical Education (BPE). B.Sc. degree in Health and Health Education are eligible for admission.

General Level of Physical Efficiency

2. The Duration of Course will be 2 Academic years or spread to 4 semesters. There shall be at least 200 working days in each academic year/ one hundred working days in each semester exclusive of period of examination and admission etc. The institution shall work for a minimum of thirty six hours in a week (five or six days a week) during which physical presence in the institution of all the teachers and teacher educators is necessary to ensure their availability for advice, guidance, and consultation, as and when needed.
3. 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.
4. For both the previous and final examination a candidate will be declared successful if she/he obtains at least 36% of the aggregate mark in all subjects. The examinee must pass separately in both theory and practical. No division will be assigned for the result of the previous examination. The division in which a candidate is placed shall be determined on the basis of aggregate of marks obtained in both the M.P.Ed. Previous & Final Exams.
5. Successful candidate who obtain 60% or more of the aggregate shall be placed in the first division and First Division with Honors 75% and above. Those obtaining less than 60% but not less than 48% will be placed in the Second division. All these successful candidates obtaining less than 48% placed in the Third division. Candidates obtaining less than 36% will be declared failed.
6. The details of courses for 2 year M.P. Ed. will be decided by Board of Management on the recommendation of Board of Studies & Academic Council.
7. The other rules regarding attendance, examination, etc maximum duration of course will be as per Ordinance of University from time to time for this purpose. Provided further that all the norms laid down by NCTE and Govt. of MP shall be followed.
8. 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. **Legal Jurisdiction**
All matters of any dispute shall be limited to Bhopal court only. The University reserve the rights to change configuration, courses, contents, fee structure, scheme of evaluation, time schedule of face to face programme and examination as per need.
10. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 33 of 2014
BACHELOR OF BUSINESS ADMINISTRATION (BBA)

This Ordinance shall be applicable for the award of Bachelor of Business Administration, (BBA) degree

1.0 Admission

Candidates seeking admission to the first year of Bachelor of Business Administration Course shall be required to have passed the Higher Secondary Examination (10+2) of M.P. Higher secondary Board or an examination recognized equivalent thereto.

Selection for admission will be made through an Admission Test followed by a Group Discussion or on the basis of merit list

2.0 Course Structure

The course structure and detailed syllabus shall be finalized by Board of Management on the Proposal of Board of Studies and the faculty from time to time.

3.0 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.

4.0 The Duration of Course will be 3 years, spread to 6 semesters

5.0 Examinations

Promotion to higher semester award of credits and grades, division and condonation of deficiencies as per ordinance no. 5

6.0 Scheme of Evaluation

As per decision of Board of Management on the recommendation of Board of Studies

7.0 Field Study

Every student of BBA Programme on his/her exposure through Industrial other related activities as assigned by Principal /Head of the Department of the institute, the student should submit study report to Head of Department between 20 to 30 pages.

8.0 Evaluation of Field Study Report

The Field Study Report shall be valued by the Examiner appointed by the University.

9.0 Comprehensive Viva-Voce

There will be a comprehensive Viva-Voce at 6th Semester to the student's over all progress and performance based on the subject as well as field study.

The comprehensive Viva-Voce shall be concern to the institute as notified by the university with the help of the Examiners/Experts appointed by the university for the purpose from the panel of External Examiners recommended by the examination committee. The marks awarded to student on this score shall be on the record of the concerned college/Institute and forward to the Registrar for incorporation in the final result of the student.

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.

11 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 34 of 2014
BACHELOR OF COMMERCE (B.Com) 3 YEAR COURSE

- 1.0 This Ordinance shall applicable for the award Bachelor of Commerce (B.Com Plain and B.Com with Computer Science) degree
- 2.0 Admissions
Candidates seeking admission to the first year of Bachelor of Commerce Course shall be required to have passed the higher Secondary Examination (10+2) with Science and Commerce as a main subject of M.P. Higher secondary Board or an examination recognized equivalent there to. Selection for admission will be made through an Admission Test followed by a Group Discussion or on the basis of merit list
- 3.0 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.
- 4.0 The Duration of Course will be 3 years spread to 6 semesters
- 5.0 Examinations
Promotion to higher semester, award of credits and grades, division and condonation of deficiencies as per ordinance No. 5
- 6.0 The Scheme of courses study and scope of courses study and scope of studies of various subject of B.Com examinations shall be as prescribed by the university from time to time and printed in the prospectus conceded.
- 7.0 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.
- 8.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 35 of 2014
BACHELOR OF ARTS (B.A.) 3 YEAR COURSE

This Ordinance shall be applicable to candidates admitted to For Bachelor of Arts (B.A.) Degree

- 1.0 Admission
Candidates seeking admission to the first year of Bachelor of Arts Course shall be required to have passed the higher Secondary Examination (10+2) of M.P. Higher secondary Board or an examination recognized equivalent there to. Selection for admission will be made through an Admission Test followed by a Group Discussion or on the basis of merit.
- 2.0 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.
- 3.0 The. Duration of Course will be 3 years spread to 6 semesters
- 4.0 Examinations: Promotion to higher semester award of credits and grades, division and condonation of deficiencies as per ordinance no. 5

5.0 Every candidate for the B.A. examination shall be examined in

- (a) Compulsory subject: Foundation Course
- (b) Any three of the following subjects.

A student shall be allowed to offer any one group from any of these groups.

- (1) Hindi Special or Urdu Special , Criminology, Mathematics
- (2) Political Science, Psychology, Philology, Linguistics
- (3) Economics, English Special, Sociology or math's
- (4) History, Philosophy, Music, Anthropology
- (5) Sociology, Ancient Indian History, Education
- (6) Geography, Hindi Special or English Special, Political Science
- (7) Home Science or Sociology, Political Science, Economics
- (8) Sanskrit/Persian, Economics, Political Science
- (9) Political Science, Sociology, Economics
- (10) Political Science, Economics, Sociology or Maths

6.0 The scope of studies of part I, II and III examination shall be as prescribed by the University / Central Board of Studies in the syllabus from time to time and printed in the prospectus for the examination concerned

7.0 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.

8.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

ORDINANCE

No. 36 of 2014

MASTER OF ARTS (M.A.)

This Ordinance shall be applicable to candidates admitted to Master Of Arts (M.A.) degree.

1.0 ADMISSION:—

- (a) A Candidates is eligible for admission for M.A. course, if he/she has passed Bachelor Degree of this University or any recognized statutory in India.
- (b) A candidate while, after taking his Bachelor's degree of the university or of any recognized statutory university in India, has completed a regular course of study in the department of the university of a college in the subject in which he offers himself for examination, for one year, shall be admitted to the examination for the degree of Master of Arts Selection for admission will be made through an Admission Test followed by a Group Discussion or on the basis of merit list.

2.0 The subject of the examination shall be one of the following:—

(i) English Literature (ii) Hindi Literature (iii) Economics (iv) Philosophy (v) Political Science (vi) History (vii) Ancient Indian History, Culture and Archaeology (viii) Sanskrit Literature (ix) Mathematics (x) Geography (xi) Sociology (xii) Psychology (xiii) Business Economics (xiv) Music (xv) Public Administration (xvi) Rural Development (xvii) Master of Social Work (xix) Foreign Language (xxi) Drawing and Painting (xx) Education.

Provided that Board of Management of University on the Recommendation of Academic Council can add more subject for M.A. degree course as per UGC norms.

3.0 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.

4.0 **Duration of Course:**—Duration of Course will be 2 year spread to 4 semesters consisting M.A. Previous & M.A. Final year Examination.

5.0 **EXAMINATIONS**—Promotion to higher semester award of credits and grades, division and condonation of deficiencies as per Ordinance No. 5

6.0 The other rules & regulation for Master of Arts in different subject will be as per ordinance exists in this University for obtaining degree.

7.0 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.

8.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 37 of 2014
BACHELOR OF SCIENCE (B.Sc.) THREE YEARS COURSE

This Ordinance is applicable to candidates admitted for B.Sc Degree

1.0 Duration

Degrees of Bachelor of Science shall be of 3 years duration & shall consist of Part I, II and III (final).

2.0 Admission

(a) A candidate who, after passing

(i) Higher Secondary Examination of a Board of Higher Secondary Education of a State in the Union of India

Or

(ii) any other examination recognized by the UNIVERSITY as equivalent thereto, has attended a regular course of study in constituent College or in the Teaching Department of the UNIVERSITY for one academic year shall be eligible for appearing at the B.Sc. part I examination.

(b) A candidate who, after passing (i) the B.Sc. part I examination of the UNIVERSITY

Or

Any other examination equivalent to it conducted by any Board or University incorporated by law in force and has completed a regular course of study for one academic year in an constituent College in the Teaching

Department of the UNIVERSITY shall be eligible for appearing at the B.Sc. part II examination, provided that he offers same subjects as in B Sc. I exam.

- (c) A candidate who has passed the B.Sc. part II of Three Y.D.C. of this UNIVERSITY and has completed a regular course of study for one academic year in an constituent college shall be admitted to the B.Sc. Part III (final) examination provided he offers the same subjects which he had offered at the B.Sc. Part II examination.
- (d) A candidate who has passed the B.Sc. part II of Three Y.D.C. from any other Statutory University of the State, and has completed a regular course of study for one academic year in a constituent college of this UNIVERSITY will be admitted to the B.Sc. part III (Final) examination provided he offers the same subject as at the qualifying examination and the syllabus are almost identical and of the same standard.
- (e) Besides regular students and ex-students and subject to their compliance with this Ordinance, Non-Collegiate students shall be eligible for admission to the examination as of Ordinance of the University for Examination
- (f) 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.

3.0 Course for B.Sc

3.1 Every candidate appearing at the B.Sc. Part I examination shall be examined in:

- (a) Foundation Course (Compulsory) for all students.
- (b) Any one of the following combinations:
 - (i) Physics, Chemistry, Maths
 - (ii) Physics, Chemistry or Statistics, Geology
 - (iii) Physics, Maths, Statistics
 - (iv) Physics, Chemistry and Military Science
 - (v) Physics, Maths, Military Science or Geology
 - (vi) Physics or Chemistry, Botany, Zoology
 - (vii) Physics or Chemistry, Botany, Geology
 - (viii) Physics or Chemistry, Zoology, Geology
 - (ix) Physics or Chemistry, Botany, Military Science
 - (x) Physics or Chemistry, Zoology, Military Science
 - (xi) Physics, Chemistry or Electronics, Maths
 - (xii) Chemistry, Botany or Zoology, Environment
 - (xiii) Physics, Computer Science, Maths

Provided that the courses of studies for Physics offering combination from (vi) to (x) shall be those prescribed for non-mathematical students (Group).

3.2 Every candidate appearing at the B. Sc. Part II and III (Final) shall be examined in General English or General Hindi

Any one of the following combinations :—

- (i) Physics, Chemistry and Mathematics
- (ii) Chemistry, Botany, Zoology
- (iii) Physics, Chemistry and Geology or Military Science
- (v) Chemistry, Zoology, Geology or Military Science
- (vi) Chemistry, Botany, Geology or Military Science

- 3.3 The candidates shall be required to offer the same combination of subjects at the B.Sc. Part III (Final) examination, as offered by them at the B.Sc. part II examination. The combination of subjects for the B.Sc. Part II class shall be from among the subjects offered by them at the B.Sc. part I.

Provided that a candidate may be permitted to offer Geology as one of the subjects for the B.Sc. Part II examination even if Geology was not one of his subject for the B.Sc. Part I examination. In such cases, the candidate shall be examined in the Geology paper prescribed for the B.Sc. part I examination in addition to the papers prescribed for the B.Sc. Part II examination and his result at Part II examination shall be declared only after he has passed in the paper prescribed for the Part I examination.

4.0 Minimum Marks to Pass Examination & Results

- (a) In order to pass at any of the Three Y.D.C. examinations, an examinee must obtain not less than 33% of the total marks in each subject. In subjects where both theory and practical examinations are provided, an examinee must pass separately in both theory and practical examination.
- (b) In determining the result of the part III examination, total marks obtained by the examinees at their Part II and Part III (Final) examinations in each subjects and in the aggregate shall be taken into account. No division shall be assigned on the result of the B.Sc. Part II examination. Provided that the marks obtained in General Hindi or General English of B.Sc. Part II and III (Final) shall not be taken into account in determining the division of a candidate at the B.Sc. Final Examination.
- (c) Successful examinees at the Part I, Part II and Part III (Final) examinations of three years degree course, obtaining 60% or more marks in aggregate of all three years shall be placed in the First division, similarly those obtaining less than 60% but not less than 45% marks in the second division and other successful examinees in the third division.
- (d) Any candidate who passed B.Sc. Part I examination of the UNIVERSITY may be allowed to offer additional subjects of B.Sc. part I subject for qualifying for admission to Medical/Engineering colleges as the case may be at the next examination. If he secures the minimum pass marks in the subject as prescribed he shall be declared to have passed the examination.

5.0 The scheme and Course for B.Sc. degree shall be (on the recommendation of academic Council) of the University

6.0 The attendance, Examination etc will be as per Ordinance of this University for this Purpose

7.0 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.

8.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 38 of 2014
MASTER OF SCIENCE (M.Sc.) TWO YEARS DEGREE COURSE

This Ordinance shall be applicable to Candidate admitted for the Master of Science Degree

- 1.0 The examination for the degree of Master of Science shall consist of two parts:-
- (a) The Previous examination, and
 - (b) The Final examination

2.0 Qualification/ Admission

- (a) A candidate who, after obtaining the degree of Bachelor of Science of the UNIVERSITY or any Statutory University in India, has completed a regular course of study for one academic year in a Teaching Department of the UNIVERSITY or in a constituent college of the UNIVERSITY shall be admitted to the Previous Examination for the Degree of Masters of Science.
- (b) A candidate who, after passing the M.Sc. Previous examination of the UNIVERSITY has completed a regular course of study for one academic year in a Teaching Department of the University or in a constituent college of the University, shall be admitted to the Final examination for the degree of Master of Science in the subject in which he has passed the previous examination.
- (c) A candidate who has passed the Previous examination for the Degree of Master of Science of another University may also be admitted to the Final Examination for the degree of Master of Science after obtaining necessary permission from the Vice-Chancellor provided that he had offered for his Previous examination a course of study of an equivalent standard with almost identical syllabus as is required for the Previous examination of this UNIVERSITY and has attended a regular course of study for one academic year in a Teaching Department of the UNIVERSITY or in a constituent college of the UNIVERSITY.
- (d) 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.

3.0 Examination

- (a) The examinations shall be by Theory and practical including Sessionals, except in the case of Mathematics where the examination shall be by means of theory papers only.
- (b) Besides regular students and ex-students and subject to their compliance with this Ordinance.
- (c) The subject of examination shall be one of the following:
 - I. Mathematics
 - II. Physics
 - III. Chemistry
 - IV. Zoology
 - V. Botany
 - VI. Geology
 - VII. Military Science
 - VIII. Statistics
 - IX. Environmental Biology
 - X. Micro Biology
 - XI. Electronics
 - XII. Food Science Technology

Provided that the Board of Management of the University can add more subjects.

- (d) Any candidate who has passed the M.Sc. examination of this UNIVERSITY in any subject, shall be allowed to present himself for examination in any one or more of the optional papers in that subject not taken by him at the said examination and if, successful will be given a certificate to that effect. Provided that no candidate shall be allowed to offer more than two additional papers in any one year and in subjects other than Mathematics, a candidate shall undergo a practical test in respect of the paper concerned.

Marks requires for passing the Examination

- (a) For both the Previous and the Final Examinations, a candidate will be declared successful if he obtains at least 36% of the aggregate in the subject.

“Provided that in subjects in which theory and practical examinations are held, an examinee must pass separately in both obtaining not less than 36% of the total marks in each.”

- (b) No division will be assigned on the result of the previous examination. The division in which a candidate is placed shall be determined on the basis of aggregate of marks obtained in both, the M.Sc. Previous and Final examination.
 - (c) Successful candidates who obtain 60% or more of the aggregate marks shall be placed in the First division those obtaining less than 60% but not less than 48% in the second division and all other successful candidates obtaining less than 48% in the third division.
- 4.0** 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.
- 5.0** The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 39 of 2014
MASTER OF COMMERCE (M.Com.) 2 YEARS COURSE

This Ordinance shall be applicable to candidates admitted to Master of Commerce (M.Com.) degree.

- 1.0** The course for the degree in Master of Commerce spread over two academic year and examination shall consist of two parts:—
- (a) The previous examination, at the end of first year and
 - (b) The final examination, at the end of second year
- 2.0** A candidates who, after having passed the final examination for the B.Com. degree from this University or in a statutory University in India, has completed a regular course /study in the teaching department of the university or in a college affiliated to the university, in the in which he offers himself for examination, for one year, shall be admitted to the previous examination fees degree of Master of Commerce.
- 3.0**
- (a) A candidates who after passing the M.Com. previous examination of the university, has completed a regular course of study for one academic year in a teaching department of the university, in the subject in which he offers, himself for examination, for one academic year, shall be admitted to the final examination for the degree of master of commerce.
 - (b) A candidate who has passed the previous examination for the degree of Master of Commerce of another university may also be admitted to the final examination for the degree of Maser of Commerce after obtaining necessary permission from the Vice Chancellor provided that he/she offered for his/her previous examination a course of study or an equivalent, standard with almost identical syllabus as is required for the previous examination of this university and has attended a regular course of study for one academic year in a teaching department of the university.
 - (c) 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.
- 4.0** Besides regular students and ex-students and subjects to their compliance with this ordinance, Non- collegiate candidates shall be eligible for admission to the examination as per provisions of the ordinance related matter and provided that if they fulfill other conditions of ordinances.

- 5.0 (a) The scope of studies shall be as prescribed by the Academic Council on the recommendation of the boards of studies and the faculty of commerce from time to time and printed in the prospectus for the examination or published by notification.
- (b) The examination shall be conducted by means of written papers. In both previous and in final examination there
- 6.0 The written examination shall be held as far as possible in the months of March, April every year, the date of commencement thereof having been notified in advance and at such centers as may be appointed by the Board of Management of the University.
- 7.0 In order to be successful at any of the previous and final examination an examinee must obtain at least:—
- (i) 20% of marks in each of the theory papers separately.
- (ii) 36% of marks in the total of all theory papers taken together.
- 8.0 (a) Examinees of the previous examination obtaining mark not less than the minimum marks prescribed by foregoing paragraphs shall be declared to have passed the examination without any division being assigned to them.
- (b) Successful candidates of the final examination shall be placed in a division on the basis of the total marks obtained at the previous and final examinations taken together, in accordance with the following scale:—
- (I) Those obtaining 36% or more but less than 48% of marks in the aggregate third Division
- (II) Those obtaining 48% or more but less than 60% of marks in the Aggregate Second Division
- (III) Those obtaining 60% or more marks in the aggregate First Division
- (c) In the case of a candidate permitted to appear, after having passed the previous examination of another university, at the final examination of the university, the total marks obtained at the previous examination shall be, if they are out of an aggregate maximum marks more or less than the aggregate maximum marks of the university, reduced or raised proportionately as the custom may be, so as to make them out of an equal aggregate maximum marks.
- 9.0 (a) A regular candidate of a college or of a teaching department of the university, who, on obtaining marks less than the minimum pass marks prescribed by foregoing Para 8, has been declared to have failed or who, after having been duly admitted to the examination fails on account of or a similar bonafied reason to appear there to may reappear at subsequently as an ex-student in accordance with the provisions and on fulfillment and the conditions of ordinance and regulations.
- (b) An ex- student candidate for any of the examination shall offer the same papers which he/she had previously offered as a regular candidate unless on account of a change in the scheme of examination the papers offered by hem/her earlier case to be a part of the examination or syllabus for the examination and he/she has been permitted by the Registrar to offer a different paper.
- 10.0 (a) Regular student's undergoing regular course of studies in a teaching department of the university, who have obtained not less than 60% marks M.Com. In (previous) examination may be permitted to offer at their final examination, dissertation or a project report in lieu of one of the theory papers from optional group, provided a provision for such dissertation project report has been made in the syllabus for the subject.

- (b) On being permitted to offer a dissertation a student shall prepare it on a problem not dealt earlier, assigned to him /her by the head of the department. In the college or the university teaching department.
- (c) A regular students who has been permitted to offer, under the provisions of sub Para (a) dissertation shall send, through the Principal of the college or the head of the department concerned, three printed or typed copies of it duly countanaigned by the supervisor so as to reach the Registrar by a data preceding by three week the date of concement of the writer examination, any dissertation received after such a date shall not be accepted for the purpose of the examination.
- (d) An ex- student candidate for the final examination who was, a regular candidate from a college or a teaching Department. Permitted, under the provisions of sub. Para (a) above, to offer a dissertation in lieu of an optional paper, may be on the recommendation of the head of the Department and Principal of the college of which she was regular student to submit either a revised dissertation on the same topic on which worked was done previously or a dissertation on a fresh topic assigned by the principal in consultation with the-head of the department in the college.

Provided (i) that the candidate shall apply for such permission form the Registrar, through the Principal of the college concerted at least three months before the date of commencement of the examination and if permitted, shall work for it under the guidance of a teacher in the department of the college as assigned by the Principal and (ii) that the candidate shall fulfill the conditions of foregoing subparagraphs (b) and (c).

- 11.0 A candidate who has passed the M.Com examination of the university may on submission of an application on prescribed form together with necessary fees, be allowed subject to the provisions of ordinances regulations and directives, to reappear at the examination in the same subject for purpose of improving his/her performance thereat.

Provided that a candidate who has been granted a permission for re-appearing at the examination may be treated, if he/she had been in the first instance, a regular student of a college or department ex-student candidate for the purpose of exemption from attending a regular course of a studies again in the college or department or production of a residence certificate.

- 12. Registrar shall publish the results of the examination as soon as possible after the examination but not later than the 60th day from the date when the examination was over.
- 13. In the notification declaring the results of the final examination names of first ten successful candidates, separately in each subject, may be arranged in order of marks.
- 14. The other rules & regulation for master of commerce degree, & examination etc will be as per ordinance of university for this purpose from time to time or as per approval of Board of Management the University for this course.

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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 40 of 2014
MASTER OF EDUCATION (M.Ed.) 2 YEARS COURSE

The Ordinance framed as per rules/ regulations/ guidelines laid down by NCTE shall be applicable for the award of Master of Education (M.Ed.) Course

1. Eligibility for admission

- i) Candidates seeking admission to the M.Ed. programme should have obtained at least 50% marks or an equivalent grade in the following programmes:—
 - (a) B.Ed.
 - (b) B.A. B.Ed., B.Sc.B.Ed.
 - (c) B.El.Ed.
 - (d) D.El.Ed. with undergraduate degree (with 50% marks in each)
- ii) The reservation for SC/ST/OBC and other categories shall be as per the rules of the Central Government / State Government, whichever is applicable. There shall be relaxation of five percent marks in favour of SC/ST/OBC and other categories of candidates.
- iii) The candidate shall be granted admission according to approved rules of the University
- iv) 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. Duration of the course

The M.Ed. programme shall be of a duration of two academic years including field attachment for a minimum of 4 weeks and research dissertation. There shall be at least two hundred working days each year, exclusive of the period of admission and inclusive of classroom transaction, practicum, field study and conduct of examination. The institution shall work for a minimum of thirty six hours in a week (five or six days) during which faculty and students concerned with the conduct of the programme shall be available for interaction, dialogue, consultation and mentoring students. The minimum attendance of students shall be 80% for Theory Courses and Practicum, and 90% for field attachment.

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 SRK UNIVERSITY.
- ii) The following shall be the scheme of examinations:

Part I- Theory (five papers)	500 marks.
Written assignments	100 marks.
Part II-Dissertations & Viva Voce	200 marks

Total 800 marks

iii) Details of the scheme of Examination / Evaluation are as follows

Scheme of Examination / Evaluation

(A)	Papers	Maximum Marks			Minimum Marks		
		Ext.	Int.	Total	Ext.	Int.	Total
	I	80	20	100	40	10	50
	II	80	20	100	40	10	50
	III	80	20	100	40	10	50
	IV	80	20	100	40	10	50
	V	80	20	100	40	10	50
(B)	Field work / Practical & Seminar	50	50	100	25	25	50
(C)	Dissertation Viva Voce	100	100	200	50	50	100
Grand Total				800	400		

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:

First Division with Honors: 75% and above.

First Division: 60% and above but below 75%. Second Division: 50% and above but below 60%

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.

viii) 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 SRK 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 for the purpose of results at the subsequent examination.

7. Fees of the course The candidate will have to pay fees as decided by the Institute authority as perprescribed time schedule.
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.
11. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 41 of 2014
MASTER OF PHILOSOPHY (M. Phil)

The Ordinance shall applicable for the Candidate admitted in MASTER OF PHILOSOPHY (M. Phil) degree.

1. ELIGIBILITY FOR ADMISSION:-

As per Ordinance number 11 for Ph.D.

2. Selection of Candidates

As per Ordinance number 11

3. DURATION OF COURSE:

The course of studies for the degree of Master of Philosophy shall spread over one and half year. (Three Semesters)

4. FEES & INTAKE:

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:

5. SUBJECT

Master of Philosophy Courses shall be started as per the availability of PG courses in the University.

6. Examination

- i. The examination shall be conducted generally by means of internal** assessment, three written theory papers, one of which shall be on methodology of research, a practical test, a thesis on research work and a viva voce exam.
- ii. The Teaching Department shall organize during the session, adequate numbers of seminars new developments in the subject or interpretation of different research work and its data. It shall also arrange at least three tests on each of the theory papers and award grades best two of which shall be taken into account for purpose of working out the average Internal Assessment.

- iii. The scope of studies in different subjects shall be as prescribed by the Academic council on the recommendation of the Boards of Studies and the Faculties concerned from time to time and published by a notification.
- iv. The written part of the Examination shall be held as far as possible in March April every year the date of commencement thereof having been notified in advance and at such centers as may be approved by the university. Provided that the first year of Introduction of the course if the teaching start in a later part of a session the examination may be held at such other time, after completion of the course, as approved by the Vice Chancellor from time to time.

The Practical part of the Examination which shall be conducted jointly by a teacher in the Department and two External Examiners appointee for the purpose, may be arranged either before or after the theory examination in accordance with the convenience of the Department concerned.

Research /Project Work

- (a) Every student admitted to the course shall be required to carry out research or project work under the supervision of a teacher in the teaching Department, on a problem assigned to him / her by the Head or the Department with the approval of the Research Degree committee in the subject constituted under the Ordinance of the University.
- (b) The candidate shall prepare a thesis on the research / project work done by him which must be characterized either by the discovery of facts or by a fresh approach toward the interpretation of facts, capable, in either case, to advance knowledge in the subject.
- (c) The candidate shall submit three typed/ printed copies of the thesis through the Department so as to reach the office or the Registrar preceding by at least three weeks the date of commencement of the written examination, together with :
 - (i) A declaration signed by him/her that the thesis embodies the result of his/ her own work.
 - (ii) A certificate. from the supervisor to the effect that the thesis research conducted being the result of the candidates own work, is on a subject on which similar work has not been previously carried out.

Provided that the Vice Chancellor may, on the recommendation of the Head of the Department, permit a student who could not prosecute the research / project in time the period can be extended.

8. (a) A student of University Teaching Department seeking admission to the examination for the degree of Master of Philosophy shall submit his/her application therefore on prescribed form to the office of the Registrar by the date fixed for the purpose, together with a fee as decided by University for the examination and also the following certificates from the Head of the Teaching Department Viz:
 - (i) Good Conduct,
 - (ii) Fitness to present him self / herself at the examination.
 - (iii) Having attended the classes as per Ordinance of SRK UNIVERSITY.

Candidates who have not received certificates prescribed of foregoing clause shall not be permitted to appear at the theory examination. All though he/she might \ have appeared to the practical examination which was conducted by the department before the start of theory examination.

9. (a) After the copies of the thesis are received, Registrar shall send them to two external examiners for assessment for grade.
(b) The Viva voce test shall be conducted by (i) two external examiners and (ii) the supervisor of the research work, who shall jointly award a grade on the performance of the candidate at the viva voce test.
10. (a) In order to be successful at the Examination a candidate must obtain :—
(i) Grade not below B in theory papers.
(ii) Grade not below B in practical.
(iii) Grade not below B in the thesis.
(iv) Grade not below B in the viva voce test.
(v) In overall grade not below B.
(vi) Grades, Grade points, grade point averages and overall Grades, wherever necessary, shall be computed in accordance with the provisions of the ordinance of the University relating to Grading and internal Assessment.
(b) A candidate who has appeared at the examination shall be supplied with a Grade Card indicating, inter alias the Grades and Grade points obtained by him/ her in the internal assessment, theory papers, practical, thesis, viva voce and also the overall Grade and Grade point average, under the provisions of Ordinance of the University.
(a) A candidate, who on obtaining a grade below the provision laid down in clause 9 sub clause (a) has been declared to have failed or who after having been admitted to the Examination fails on account of illness or a similar reason, to appear thereto, may reappear at it subsequently, as an ex-student in accordance with the provisions of ordinances and regulation of the University, provided he/she fulfils all such conditions laid down in this and other ordinances as are applicable to him/her from time to time
(b) A candidate who has failed to obtain Grade B separately in the thesis and the viva voce. test shall not be permitted to re-appear at the examination as an ex-student.
(c) In the case of an ex-student candidate the grades and Grade points obtained by him/ her previously in (a) Internal Assessment and (ii) thesis shall be, if these were at least the minimum required for a pass, as laid-down in clause 9 above, carried over for the purpose of his/her result at the subsequent examination.
(d) An ex-student candidate shall be required to present himself/herself again before (i) a board of Viva voce examiners constituted as per the provisions of Examination.
12. The Registrar shall publish the results of the examination announcing the successful candidates and the overall grades obtained by them as soon as possible after the Examination is over but not later than the 60th day.
13. All candidates appearing in examination shall be required to abide by provisions and ordinance of the University and such other ordinance/ directives, if any, as are applicable to the them.
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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 42 of 2014
TOURISMS AND HOTEL MANAGEMENT (PGDT&HM)
1 YEAR POST GRADUATE DIPLOMA

This Ordinance shall be applicable to candidates admitted to DIPLOMA IN TOURISMS AND HOTEL MANAGEMENT (PGDT&HM)

1. ADMISSION

- (a) A candidate who has (a) passed the final examination of Bachelor's degree in any of the faculties of this University or an examination conducted by a university recognized as equivalent there to for this purpose and (b) thereafter prosecuted a regular course of study in a teaching department of the university or in a college affiliated to the university in respect of the course, for one academic session, shall be eligible for admission to the examination for post - graduate diploma in Tourism and Hotel management.
- (b) (i) Candidates for Regular course of study means attendance separately of at least 75 % in lectures and practical work, seminar etc. arranged by the college during the session and in sending the records of attendance to the university the Head of the Department or the Principal of the college shall, follow the rules laid down in Ordinance of the University for this Purpose including deficiency in attendance.
(ii) Any deficiency in attendance not exceeding 15 percent may be condoned, under the provisions of ordinance of the university from time to time.

2. (a) Every candidate seeking admission to the examination shall have paid to the university or the college such fee as prescribed in this behalf and shall submit an application for the purpose, on a prescribed form together with necessary fees through the head of the Department or the Principal of the college concerned so as to reach the Registrar not later than the date preceding the examination that may have been fixed and notified earlier. The intake shall be decided by Board of Management.

3. (a) The annual written examination shall be held as far as possible in March / April every year. The actual date of commencement of examination shall be notified in advance and at such centers as may be decided by Board.

(b) Candidates shall be required to submit three typed copies of their project report which shall have been prepared under the guidance of the head of the department in the university or in the college or an approved teacher, so as to reach the Registrar not later than a date preceding three weeks before the date of commencement of the written examination. The viva voce shall be arrange subsequently after assessment of the dissertation.

4. (a) In order to be successful at in examination an examinee shall be required to obtain:
 - (i) At least 40% marks in each of the theory papers.
 - (ii) At least 40% marks in the practical and
 - (iii) At least 40% marks in the aggregate of all theory papers and the practical's.
- (b) Successful examination shall be placed in division in accordance with the following scale:
 - (i) Those who obtain 60% or more marks in the aggregate - First division
 - (ii) Those who obtain less than 60% but not less than 45% marks in the aggregate - Second Division.
 - (iii) Those who btain less than 45% but not less than 40% marks in the aggregate - Third Division.

5. Notwithstanding the provisions contained in the above paragraph, the Vice Chancellor may condense the deficiency of one mark if any examinee is failing or missing a higher division on by not more than one mark, where the deficiency so condoned, the one mark shall be added.

6. A candidate who fails at the examination, may, at his/her option, re-appear in it in a subsequent year as an ex-student without being required to undergo a further course of studies in the department or the college. Provided that such a candidates shall fulfill all other conditions of this ordinance as also of other ordinances which are made applicable to him/her by the authorities of University

7. The Registrar shall as soon as possible after the examination, but not later than the 60th day from the date when the written examination was over publish the result, accounting the names and Roll Nos. of the successful examiners.

8. In the notification declaring the result of the examination names of first five successful candidates who are placed in first division may be arranged in order of merit.

9. SCHEME OF Examination for the post graduate diploma in Tourism and Hotel Management.

	Paper No	Title of the paper	Maximum Marks	Minimum Marks
	Paper - I	Survey of Indian History & Culture	100	40
	Paper - II	Tourism, principles & practices	100	40
(a) Theory	Paper- III	Tourist Transport & Travel agencies	100	40
	Paper - IV	Hotel Management & Catering	100	40
	Paper - V	India as a tourist Destination	100	40
(b) Practical	Project Report			
	Tour Report	50 Marks	100	40
		25 Marks		
	Tour Report	25 Marks		
	Test for verbal			
	Exposition &			
	Viva- voce	25 Marks		
Aggregate			600	240

A. The project report should be examined by the external examiner.

B. The tour report should be valued by the internal examiners.

C. The viva-voce test will be examined by the Internal & External examiner as appointed by authorities of the University from time to time.

10. The PGDT&HM degree course will be Governed by such rules & regulation as approved by Board of Management of the University & also as per this purpose. 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 or advice of a Committee consisting of any or all the Directors of the college. The decision of the Vice-Chancellor shall be final.

11. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 43 of 2014
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 proscribe 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 atleast 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 supervisor of the concerned project work.

If the project report / dissertation is disapproved by the internal examiner / Board of examiners, the candidate shall be required to resubmit his/her project report / dissertation within 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 a candidate who has passed 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.

1. 40% of the maximum marks in each written paper
2. 60% of the maximum marks in sessional 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

60% of the aggregate and above: first division

50% of the aggregate and above: Second division

13 Curriculum & related Regulation:-

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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 44 of 2014
BACHELOR OF SCIENCE IN PHYSIO THERAPY (BPT)

1.0 AIMS AND OBJECTIVES

a) AIMS

- Acquisition of adequate theoretical and the practical knowledge and foundation in the basic Pre-clinical, Para-clinical and clinical medical subjects.
- Proficiency in the diagnosis and skills of basic physiotherapy procedures and techniques with adequate theoretical basis and rationale of allied sciences.
- To detect and evaluate the anatomical, patho-physiological impairments, resulting in disfunction of various age groups & occupation; as well as epidemiological features in the population & arrive at appropriate diagnosis.
- To understand the rationale & basic investigative approach to the medical system and surgical intervention regimens & accordingly plan & implement specific Physiotherapeutic measures effectively.
- To practice Professional Autonomy & Ethical principles with referral as well as first contact clients in conformity with ethical code for Physiotherapists.
- To practice Moral and Ethical values and Evidence Based Practices with regard to Physiotherapy.

1.2 OBJECTIVES

The Objective of the course which is complementary to medicine shall be to allow the students.

- a) To acquire adequate theoretical & practical knowledge in the basic medical subjects.
- b) To impart Electrotherapy & Therapeutic Exercise procedures with adequate theoretical & practical base.
- c) To enable the student to acquire skills in the evaluation & diagnosis of the physical problems presented by the patients.
- d) To build up a learning process that shall include living experience, problem oriented approach, case studies & community health care activities.
- e) To impart competency in Physiotherapeutic measure of specific choice towards Preventive, Curative, Symptomatic & Restorative or Rehabilitative goals in a variety of health care settings.
- f) To develop professional autonomy through independent physical diagnosis and prescription as a physiotherapist for all physiotherapy related referrals and/ or primary clients.
- g) To endorse physiotherapeutic moral and ethical codes as per international standards and to emphasis on the conduct of professional practice for patient's welfare as the primary responsibility.
- h) To develop confidence in clinical, teaching and administrative assignments and continue to seek further knowledge in the fields of physiotherapy.
- i) To introduce the students to the fundamentals of Biostatistics & Physiotherapy Research activities.
- j) To teach every aspect of National policies on health and devote himself/ herself to its practical implementation.

2.0 COURSE STURCTURE

- a) The Degree in Physiotherapy of 4 1/2 years (Four academic years and Six months internship) course here in after called 4 1/2 year degree course shall be designated as Bachelor of Physiotherapy, in short BPT.
- b) **Duration of the course:** The Bachelor of Physiotherapy (BPT) is a Four & Half year (including internship) regular degree course, named below:
 - i. BPT- I year
 - ii. BPT- II year
 - iii. BPT- III year
 - iv. BPT- IV year

After successful completion of BPT IV year, the student shall require to complete Six months Compulsory Rotatory Internship Program.

- c) Each academic year shall consist of 240 teaching days.
- d) Compulsory Rotatory Internship shall be not less than 6 months.
- e) The Student admitted in BPT course shall have to complete the course within the maximum permissible duration of 8 years, from the date of admission.

3.0 ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION

- a. Admission to the First year in Bachelor of Physiotherapy degree course shall be 10+2 system of education in science group or equivalent examination with Chemistry, Physics & Biology, as main subjects conducted by a recognized Board/Council/ University with minimum of 50% marks. However for SC/ST/OBC candidate the percentage will be relaxed to 45%.
- b. Vocational Subject like Bio-technology, MLT, Fisheries, Dietetics, Live Stock and Poultry etc in substitution for Biology shall be also considered for Eligibility.
- c. The candidate should have completed minimum of 17 years of age on/before 31st December of the concerned academic session.
- d. Selection Criteria: The admission in BPT- First Year shall be based on the merit of the qualifying examination.

Or

- e. Common Entrance Test (CET), conducted by the University/ any designated agency.
- f. On admission, every candidate shall have to get fitness certificate from RKDF Medical Officer for physical fitness.

4.0 COMMENCEMENT OF COURSE

The course shall be commencing from the month of August of every academic year.

5.0 REGULATIONS RELATING TO THE ASSESSMENT OF ACADEMIC GROWTH OF THE STUDENT

The assessment of academic growth of the student shall be done on the basis of Three Sessional Examination (conducted during the year) and one University Examination (conducted at the end of the academic year).

The medium of Instruction and Examination shall be English throughout the course of the study.

5.1 Attendance

- a) Candidates appearing as regular student for any annual examination are required to attend 75% of the total lecturer's delivered and of the practical classes held separately in each subject of the course of the study.

- b) The total lecture and practical shall be conducted as per scheme and syllabus given in subsequent section.

5.2 Sessional Examinations

Three Sessional Examination shall be conducted for each subject, separately for theory and practical.

5.3 Internal Assessment

The internal assessment for each subject (in Theory and Practical separately) of each academic year shall carry 20 marks in theory and 20 marks in practical, separately.

5.4 University Examination; Theory & Practical

5.4.1 Written Examination

- The Main Examination shall be held on yearly basis for all the Four years respectively.
- There shall be 2 University Examination in a year: Main examination in May/June and Supplementary Examination (II examination) in October/ November.

The succeeding examination shall be held within 6 months.

5.5 Appointment of the Examiners/ Question Paper Setters

The appointment of examiner for the University Examination shall be based on following criteria;

- For Theory paper setting and valuation there shall be two examiners for each subject, one Internal Examiner and one External Examiner shall be required. Both the examiners shall be Assistant Professor with 3 years teaching experience in the concerned subject.
- For the Practical examinations there shall be two examiners for each subject, one External Examiner and one Internal Examiner, with minimum qualification and experience of an Assistant Professor with 3 years teaching experience in the concerned subject.
- The External Examiner shall; be the subject expert from outside the University having Masters/ Post Graduate. Qualification in the concerned subject with minimum 3 Year teaching experience.
- The Faculty of the Subject/ Head of the Department with minimum 3 years of teaching experience shall be the Internal-Cum-convener examiner for the examinations.

5.6 Criteria for Passing

In each subject / head (Theory and Practical);

- In all the University examinations, the candidates shall have to obtain 50%, marks separately in Theory plus Viva Voce plus Internal Assessment and Practical plus Internal Assessment examination.
- Each theory paper and practical-will be treated as separate subject/ head for the passing.
- The student shall carry over two subjects from one year to the following year and must pass in the fail subject before appearing in the next year examination. The student shall carry two subjects from first year to second year, second year to third year as well as third year to fourth year and must pass in the fail subjects before appearing the next year examination.

5.7 Division and Merit List

- The Division shall be awarded after Annual University Examination in each academic year and shall be based on the aggregate marks obtained by the candidates at his/ her successful attempt in annual University Examination.

There shall be Divisions as follows:

Distinction: 75% and above of grand total marks in First attempt.

First Division: >60% and <75% of grand total marks in First attempt

Second Division: >50% and <60% of grand total marks in First attempt.

Distinction in individual subject: >75% marks in individual subject shall be indicated exclusively in the mark sheet provided in First attempt.

- The merit shall be declared by the University after the final year University examination, on the basis of the aggregate marks of all academic years in University examination. The merit list shall include the first ten candidates securing at least First Division and passing all the appeared subjects in annual examination in first attempt.

6.0 REVALUATION / RE-TOTALING

- Student may apply for Re-evaluation and/or Retotaling of the answer sheet of the appeared subjects, post result for any doubt in the marks obtained on the following criteria.
- Student may go for all the appeared subjects of that session for Re-valuation as well as Re-totaling simultaneously, within stipulated time, as prescribed by the University.

7.0 COMPULSORY ROTATORY INTERNSHIP:

- There shall be Six months of Internship after the Final year examination, for the candidate who declared passed the examination in all the subjects. Internship should be Rotating and Compulsory for all the students.
- Internship should be done in minimum 100 bedded specialty hospitals in various specialties.
- Hospital must have Physiotherapy OPD with qualified Physiotherapist to guide the students.
- The Internship shall cover the clinical branches; concerned with Physiotherapy such as Orthopedics, Cardio-respiratory Medicine & Surgery including ICU, Neurology, Neurosurgery, Pediatrics, General Medicine, General Surgery, Obstetrics and Gynecology both In-patient and Outpatient services.
- Student seeking training outside the campus must obtain a NOC from the HOI prior to the program.
- Any absenteeism, misconduct, poor performance etc. may require the extension of the program on recommendation of the HOD.

Student shall obtain Internship Completion Certificate from the concerned hospital with the specialty and the hours of program. Same should be submitted to the institute for the Six months Internship Completion Certificate.

- Candidate shall be awarded with the Degree certificate only after the successful completion of the Compulsory Six months Rotatory Internship.
- The 6 months of Rotational Internship shall be covered in the following pattern:

S. NO.	Department	Period
1)	Physiotherapy & Rehabilitation Medicine OPD (including Pediatrics to Geriatrics cases)	1 month
2)	Orthopedic wards and OPD	1 month
3)	Neurology and Neurosurgery wards (including Neuro ICU) and OPD	1 month
4)	Cardio-respiratory Medicine & Surgery ward and OPD	1 month
5)	General Medicine and Pediatric wards (including NICU and ICCU) and OPD	1 Month
6)	General Surgery wards (including Burns, OBG)	1 Month

- **Issue of Internship Completion Certificate:** Every candidate, after successful completion of Six months Rotatory Internship shall be eligible for Internship Completion Certificate, issued by HOI.

8.0 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 the Institution, if:
 - He/She is not found qualified as per MP Paramedical Council norms and guidelines or the eligibility criteria prescribed by the University.
 - He/ she is found to have produced false/ forged documents or found to have used unfair means to secure admission.
 - He/She is found involved in serious breach of discipline in the Institution or in the University campus.

9.0 SCHEME OF COURSE / EXAMINATION

9.1 Scheme of Teaching Schedule (for each academic year)

Subject	Theory Min. Hrs.	Practical Min. Hrs.	Clinical / Lab Posting	Total Hrs.
(1)	(2)	(3)	(4)	(5)
FIRST YEAR				
Human Anatomy	140	60	-	200
Human Physiology	140	60	-	200
Bioelectrical modalities	80	-	-	80
Biomechanical	80	-	-	80
Psychology and Sociology	60+60	-	-	120
• Applied English	60	-	-	60
• First aid and Basic Nursing	60	20	-	80
SECOND YEAR				
Biochemistry & Pharmacology	60+60	-	-	120
Pathology & Microbiology	60+60	-	-	120
Gen. Surgery / Obs/ Gynea/ ENT/ Opth	100	20	30	150
Gen. Medicine	100	20	30	150
Orthopedics	100	20	30	150
Electrotherapy	100	100	-	200
Exercise Therapy including Yoga	100	100	-	200
THIRD YEAR				
Neurology, Neurosurgery, Cardio-thoracic Disease & Surgery	120	20	40	180
Physiotherapy in Orthopedics	120	100	30	250
Physiotherapy in Neurology & Neurosurgery	120	100	30	250
Physical Evaluation	120	80	-	200
Biomechanics & Bio- engineering	60+60	-	-	120
• Occupational Therapy & Speech Therapy	10+10	-	-	20
• Observatory Clinical Posting	-	-	100	100
FOURTH YEAR				
Physical Diagnosis & Prescription	80	40	-	120

(1)	(2)	(3)	(4)	(5)
Physiotherapy in Cardiothoracic Conditions	120	80	60	260
Sports Physiotherapy	120	80	60	260
Community Medicine, Community PT, Field Visits and Physiotherapy Ethics	60+60	-	40	160
Rehabilitation Therapy & Biostatistics	40+40	-	20	100
• Project	-	40	-	40
• Clinical Posting	-	-	300	300
• Clinical Research Methodology	20	-	-	20
• Computer Science	20	40	-	60

* Non Examination (Subsidiary) Subjects.

9.1 Question Paper Pattern

The subject having section A and section B with max. 100 marks
(50 marks each)

Each section (A/B) shall have the following pattern

ESSAY TYPE	1 (ANY 1 OUT OF 2)	20
SHORT ANSWER TYPE	5 (ANY 5 OUT OF 6)	6x5 = 30

The subject having section A and section B with max. 80 marks
(40 marks each)

Each section (A/B) shall have the following pattern

ESSAY TYPE	1 (ANY 1 OUT OF 2)	20
SHORT ANSWER TYPE	4 (ANY 4 OUT OF 5)	5x4 = 20

9.3 Scheme of Examination

BPT – I Year										
S. No.	Subject	Theory					Practical			Total
		Written		Viva Voce	Internal Assessment	Practical	Internal Assessment	Min. Marks		
		Time	Max. Marks	Max. Marks	Max. Marks		Min. Marks	Max. Marks		
			Max. Marks	Max. Marks	Max. Marks			Max. Marks		
1.	Human Anatomy	3 hrs.	100	20	20	70	40	20	30	200
2.	Human Physiology	3 hrs.	100	20	20	70	40	20	30	200
3.	Bioelectrical modalities	3 hrs.	80	-	20	50	-	-	-	100
4.	Biomechanical	3 hrs.	80	-	20	50	-	-	-	100
5.	Psychology and Sociology	3 hrs.	80	-	20	50	-	-	-	100

Scheme of Examination

BPT – II Year										
S. No.	Subject	Theory					Practical		Min. Marks	Total
		Written		Viva Voce	Internal Assessment	Practical	Internal Assessment			
		Time	Max. Marks	Max. Marks	Max. Marks		Min. Marks	Max. Marks	Max. Marks	Max. Marks
1.	Biochemistry & Pharmacology	3 hrs.	80	-	20	50	-	-	-	100
2.	Pathology & Microbiology	3 hrs.	80	-	20	50	-	-	-	100
3.	Gen. Surgery / Obs/ Gynea/ ENT/ Opth	3 hrs.	80	-	20	50	-	-	-	100
4.	Gen. Medicine	3 hrs.	80	-	20	50	-	-	-	100
5.	Orthopedics	3 hrs.	100	20	20	70	40	20	30	200
6.	Electrotherapy	3 hrs.	100	20	20	70	40	20	30	200
7.	Exercise Therapy including Yoga	3 hrs.	100	20	20	70	40	20	30	200

Scheme of Examination

BPT – III Year										
S. No.	Subject	Theory					Practical		Min. Marks	Total
		Written		Viva Voce	Internal Assessment	Min. Marks	Practical	Internal Assessment		
		Time	Max. Marks	Max. Marks	Max. Marks		Max. Marks	Max. Marks	Max. Marks	Max. Marks
1.	Neurology, Neurosurgery, Cardio-thoracic Disease & Surgery.	3 hrs.	80	-	20	50	-	-	-	100
2.	Physiotherapy in Orthopedics	3 hrs.	100	20	20	70	40	20	30	200
3.	Physiotherapy in Neurology & Neurosurgery	3 hrs.	100	20	20	70	40	20	30	200
4.	Physical Evaluation	3 hrs.	100	20	20	70	40	20	30	200
5.	Biomechanics & Bio-engineering	3 hrs.	80	-	20	50	-	-	-	100

Scheme of Examination

BPT – III Year										
S. No.	Subject	Theory					Practical		Min. Marks	Total Max. Marks
		Written		Viva Voce	Internal Assessment		Practical	Internal		
		Time	Max. Marks	Max. Marks	Max. Marks	Min. Marks	Max. Marks	Max. Marks		
1.	Physical Diagnosis & Prescription	3 hrs.	100	20	20	70	40	20	30	200
2.	Physiotherapy in Cardiothoracic Conditions	3 hrs.	100	20	20	70	40	20	30	200
3.	Sports Physiotherapy	3 hrs.	100	20	20	70	40	20	30	200
4.	Community Medicine, Community PT, Field Visits and Physiotherapy Ethics	3 hrs.	80	-	20	50	-	-	-	100
5.	Rehabilitation Therapy & Biostatistics	3 hrs.	80	-	20	50	-	-	-	100

* Minimum 50% passing marks require in theory & internal assessment as well as in practical & viva- voce.

10. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the Stat Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 45 of 2014
BACHELOR OF COMPUTER APPLICATIONS (B.C.A)
(3 YEAR DEGREE COURSE)

This ordinance shall be applicable to candidates admitted for Bachelor In Computer Applications (B.C.A.) degree

The Bachelor of Computer Applications (B.C.A.) Programme shall be equally distributed over three sessions of one year each. The basic structure of the Programme is given below.

1. ADMISSION

Admission to B.C.A. will be made as per the rules approved by the Board of Management of the University. The intake will be decided as per Statute 28.

2. ELIGIBILITY FOR ADMISSION

For admission to B.C.A programme, a candidate 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.

3. CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled if:

- (i) He/ She is not found qualified as per the eligibility criteria prescribed by the University.
or
- (ii) He / She is found unable to complete the course within the specified period for completion of the course
or
- (iii) He / She is found involved in creating indiscipline in the School/Institute or in the University.
or
- (iv) He/ She is involved in ragging

4. APPLICABLE FEES

- i) All the fees including the course fee and the examination fee shall be as determined by the University from time to time, will be payable by the students at the beginning of each semester.
- ii) Registrar will notify the quantum of fees payable and the schedule of registration before the start of each semester.

Fees once paid, and the student has started attending the classes, is not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit at his discretion, an extension in the last date of payment of fees. However, all the students will be required to pay the prescribed fee before the start of examinations. In case any student has been allowed to appear for the examinations, the results of such student shall be withheld till all his dues are cleared

The subjects to be studied in different sessions of B.C.A. 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 120 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.

Overall 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.

6. 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%

Student having passed 10+2 examination with Mathematics from any recognized University or Board shall be eligible for admission to the B.C.A. Programme.

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.

7. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
NO. 46 of 2014
DIPLOMA IN RURAL DEVELOPMENT

This ordinance shall be applicable to candidates admitted for Diploma in Rural Development.

OBJECTIVES

1. To impart essential knowledge for the promotion of all round development of the rural communities economic, Social, cultural and ethical health education, agriculture, Banking and Welfare, Water shed management and Concept of Peoples Participating 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 Two 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 with Merit or Entrance Examination. 6. The Number of seats will be as per statutes.

SCHEME OF EXAMINATION

The scope of studies in different papers shall be such as is prescribed in the prospectus by the board of studies and the academic council of the University from time to time.

PASS PERCENTAGE

Division shall be awarded to the successful candidates on the aggregate Marks obtained by him/her in accordance with the following scale, viz.

First Division with Distinction	75% and above
First Division:	60% & above
Second Division:	50% but below 60%
Third Division :	40% but below 50%

ELIGIBILITY FOR SUPPLEMENTARY EXAMINATION

1. Candidates securing less than 40% marks in individual papers will be treated as failed. They can re-appear at the subsequent examination in the paper concerned.
2. A candidate declared eligible for supplementary shall be required to clear the same in the subsequent attempts. Any attempt availed of shall lapse automatically after expiry of this period, he/she will be deemed to have failed in the examination.
3. An ex-student candidate seeking permission for re-admission to a subsequent examination shall submit his/her application on prescribed form to the Registrar of the University by the date fixed for the purpose together with such fees and documents as are required of him/her.
4. The Vice Chancellor may, if a candidate is failing at an examination or missing a division by one marks, condone deficiency of one mark where the deficiency is so condoned shall nowhere be added.

MODE OF INSTRUCTION

1. Regular classes will be held for this course.
2. Lessons will be in English/Hindi medium as per subject concerned. However the question papers shall be in English and also in Hindi.
3. The whole course in each paper will be divided into Five units.
4. Attendance will be as per provision in ordinance of the university

TUTION FEE AND OTHER FEES

1. The fees as prescribed by the University shall be payable by the Candidates.
2. The total amount of fee is to be paid the time of admission and examination fees to be deposited along with examination form.
3. 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.
4. All fees etc., should be sent by demand draft in favour of Registrar, of the University.
 - 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.
5. 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.
6. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL**ORDINANCE****No. 47 of 2014****FIVE YEAR LAW COURSE (BA. LL.B. (HONS))**

This Ordinance framed as per rules/ regulations / guidelines laid down by Bar Council of India shall be applicable to candidates admitted for five years Law Course BA. LL.B. (Hons) General Rules:-

This Ordinance shall be applicable to candidates admitted for five year Law course BA.LL.B (Hons) degree

Programme:-

1. The Degree of Bachelor of law B.A.LL.B. (Hons) shall be a full time regular program comprise a course of study spread over a period of five academic years.

Admission:-

2. (a) Candidate seeking admission to the B.A. LL.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 recognized Board with 45% marks. However for SC/ST/Other category candidates the aggregate marks will be 40%. 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.
- (b) Duration of Course shall be of five Years spread to 10 Semester

- (c) 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.

Promotin Rules:-

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 caries a backlog of more then two papers.

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 III - VII

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. As per norms provided by BCI and UGC 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 passing 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. & UGC from time to time shall be adopted and notified by the University.

9. Regarding Attendance, merit list, condolation of deficiency etc will be as per Ordinance of University from time to time for this purpose.

10. Reservation as per M.P. Govt. norms.

11. 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

12. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 48 of 2014
PARAMEDICAL COURSE - E.C.G. TECHNICIAN

This ordinance framed as per rules/ regulations/ guidelines laid down by Para Medical Council 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 of competent authority

3. Admission

3.1 Minimum qualification for admission to the course shall be the Higher Secondary School Certificate Examination (10+2) 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/Other category 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 28

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 normal Anatomy, Physiology & Biochemistry of Heart cardio- vascular system, electro-cardiography, and their applied Pathology, Pharmacology, Clinical Cardiology etc.

6.1 List of Practical:-

- ECG Recoding pediatrics/ Adults patients
- Operation, Calibration and servicing of ECG machine
- Recording of Halter/ Stress ECG
- Ambulatory B.P. Monitoring

6.2 Course Training Includes:-

- a. Months in O.P. Department
- b. Months in LCCU
- c. 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 Deans of the Schools. The decision of the Vice-Chancellor shall be final.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

ORDINANCE

No. 49 of 2014

PARAMEDICAL COURSE - LABORATORY TECHNICIAN - PATHOLOGY

This Ordinance framed as per rules/ regulations/ guidelines laid down by Para Medical Council shall be applicable to candidates appearing for Paramedical course - Laboratory Technician - Pathology certificate.

1. Duration of Course - One year

2. No. of Seats

No of seats shall be 50 subject to approval competent authority

3. Admission

3.1.1 Minimum qualification for admission to the course shall be the Higher Secondary School Certificate Examination (10+2) 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.

3.1.2 For S.C/S.T/Other category 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:-

The course will include theory & Practical

5.1 General Laboratory Techniques

5.2 Clinical Pathology

5.3 Microbiology and Serology

5.4 Serology

5.5 Clinical Biochemistry

5.6 Blood Bank-

5.7 Histopathology and Musseum

5.8 Museum Techniques

5.9 Section A- Special Lectures: By senior staff of Faculty

I. General Knowledge of Anatomy of Human Body I (Elementary)

II. General Knowledge of Anatomy of Human Body II

III. General Knowledge of Elementary Human Physiology I

IV. General Knowledge of Elementary Human Physiology II.

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 28

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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 50 of 2014
PARAMEDICAL COURSE - X-RAY TECHNICIAN/RADIOGRAPHERS

This Ordinance framed as per rules/ regulations/ guidelines laid down by Para Medical Council shall be applicable to candidates appearing for Paramedical course - X-ray Technician/Radiographers

Duration of Course - One year

1. No. of Seats

No of seats shall be 50 subject to approval by competent authority

2. Admission

3.1 Minimum qualification for admission to the course shall be the Higher Secondary School Certificate Examination (10+2) 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 SC/ST/Other category 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) Genito-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 28

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 Deans of the Schools. The decision of the Vice-Chancellor shall be final.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 51 of 2014
TWO YEAR DIPLOMA IN EDUCATION (D.Ed.)

This ordinance shall be applicable to candidates for two years Diploma in Education (D.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 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.

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.

- (e) 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 from is not signed by the candidate and his/her parent guardian, wherever required
 - Supporting documents for admission are not enclosed.
- (f) Enrollment/ Registration number will be assigned to the student by the University after verification & submission of all the necessary document and 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 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 Education (D.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 candidates 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) Merit List

(12) Maximum Duration of Completion of Course

A Candidates has to complete the entire course of Diploma in Education (D.Ed.) within a maximum period of four year from the session of first admission.

(13) Examination Centre

University examination centers will be notified by the University.

(14) 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.

(15) 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.

(16) Legal Jurisdiction

All matters of any dispute shall be limited to Bhopal court only. The University reserve the rights to change configuration, courses, contents, fee structure, scheme of evaluation, time schedule of face to face programme and examination as per need.

(17) The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 52 of 2014
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

(2) Course & Faculty

- (a) 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.

(3) Duration

The Duration for the courses will vary from courses to courses between 3 to 12 months

(4) Intake & fees

- (a) The intake and fees for each of these courses 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 of intake in a course will be 60 seats. Multiple of this unit can also be setup
- (c) The fees will be charged as per statute 28

(5) Qualification

The Qualification of candidates for different course will be as per ordinance No.1

(6) Admission Procedure

Admission under these Courses 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 present mark sheet of the qualifying examination within a month from the date of admission, failing which the provisional admission granted to him will be cancelled.
- (e) 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/parent /guardian, wherever required
 - Supporting documents for admission are not enclosed.
- (f) Enrollment Registration number will be assigned to the student by the University after verification & submission of all necessary document /fees.
- (g) 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) Syllabus as prescribed by the University
- (b) Internship , lab work, practical, in-plant training, project etc. as may be prescribed by the University.
- (c) Scheme of Examination as prescribed by the Board of Management of University from time to time.
- (d) The 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 require to submit a project report based on the areas of his/ her specialization. Project report certified by the concerned organization and the concerns coordinator / teacher shall be submitted and 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 or 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 earned in 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 must be required to secure at least 36% marks in University examination separately in the term-end theory, practical and internal assessment in each of 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%
- (b) Each certificate program shall have one theory and one practical paper. The Diploma course may have one theory / practical papers that are decided by the concerned Board of Studies for each course.

(10) 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

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 of the Schools. The decision of the Vice-Chancellor shall be final

(11) The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 53 of 2014
MASTER OF APPLIED MANAGEMENT (MAM)

1.0 The Five years (Ten Semesters Dual Degree Programme) shall be in Applied Management. This course is designated as Master of Applied Management (MAM)

- 1.1 The studies and examinations of these Dual Degree programmes (DDP) shall be on the basis of Marks-Cum - credit system but semester wise and final evaluation shall be by grading system.
- 1.2 Master of Applied Management, shall be awarded on completion of following:
- credits in 1st to 8th semester and 06 months internship in the 9th semester & 06 months dissertation work (DW)/Project in 10th semester.

2.0 ADMISSIONS

- 2.1 Minimum qualification for admission to the first year of Dual Degree programme shall be the qualifying Higher Secondary School Certificate Examination (10+2) scheme of the M.P. Board of Secondary Education or equivalent securing at least 45% of aggregate marks (also securing pass marks/grade in all subjects individually, 5% will be relaxed for SC/ST/ other categories) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board. 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.
- 2.2 The admissions to MAM Dual Degree Programme shall be governed by the rules of the technical education and training department government of Madhya Pradesh Bhopal and/ or any other competent authority of the state government of Madhya Pradesh.
- 2.3 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.
- 2.4 Transfer of candidates form other programme/courses/places shall not be permitted in the programme.
- 2.5 A candidate who has discontinued the course during any semester of first three years duration shall not be permitted to take re-admission to the course.

3.0 Examinations

- 3.1 The subjects to be studied in different semesters of Dual Degree programme shall be as per the schemes and syllabi, approved by the respective Board of Studies.
- 3.2 There shall be one University examination at the end of each semester. These examinations will be designated as follows:

a) During first year:	DDP I semester,	DDP II semester.
b) During second year:	DDP III semester,	DDP IV semester.
c) During third year:	DDP V semester,	DDP VI semester.
d) During fourth year:	DDP VII semester,	DDP VIII semester.
e) During fifth year:	DDP IX semester,	DDP X semester.

- 3.3 There will be full examination at the end of each semester consisting of end semester of theory and practical of all the subjects. Supplementary examination will not be conducted separately.
- 3.4 (a) Each candidates of this Dual Degree programme shall have to undertake a dissertation work (DW)/ Project/Case Study. The topic of the dissertation work (DW)/ Project/Case Study shall be allotted at the end of the ninth semester examination. Candidate has to pursue DW/Project/Case Study only after the completion of internship. The topic shall be chosen from current innovative fields of importance. The allotment procedure shall be decided by the MAM department of the Institute.
 - (b) The topic of DW/Project/Case Study once decided shall not be changed.
 - (c) There will be 06 months internship in 9th Semester.

4.0 PROMOTION TO HIGHER SEMESTER AND YEAR

A candidate who has been admitted in the DDP programme will be promoted to the higher class in accordance with the following rules:

- 4.1 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0 and grade required is C.
- 4.2 To pass a particular subject of the programme the minimum required grade is D. however, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts of the subject. For practical examinations at least one external examiner from outside the institute shall always be there.
- 4.3 A candidate who fails to score minimum of grade D in more than two subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.

- 4.4 The result of final semester shall be declared only if the candidates have fully cleared all the previous semesters.
- 4.5 If a candidate has passed all the subjects of the Programme in 10th semester. But has failed to score a minimum CGPA of 5.0 as per the requirement of rule 4.1 above, such a candidate shall be permitted to cover up the short fall in requisite grade point by reappearing in maximum of two theory papers chosen from subjects of any of the semesters in the ensuing examination.
- 4.6 Other than the provision of rule 4.5 above a candidate shall not be permitted to reappear, in the papers which he/she has cleared, for improvement of division/marks or for any other purpose.

5.0 AWARD OF CREDITS AND GRADES

- 5.1 Each Programme, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the standing committee of Academic Council / Academic Council and the Executive Council. Only approved programmes can be offered during any semester.
- 5.2 A student shall be continuously evaluated for his / her academic performance in a subject through tutorial work, practical, home assignment, mid-semester test, field work, seminars, internship, quizzes, end-semester examinations and regularity, as proposed by respective Board of Studies and approved by standing committee of Academic Council / Academic Council and Executive Council of the University.
- 5.3 The distribution of weightage /marks for each component shall be decided by the respective of Board of Study and approved by standing committee of Academic Council and Executive Council of the University subject to such stipulation as given under:

(a) Theory Block

I.	Quizzes, assignments and regularity	10%
ii.	Mid - semester test	20%
iii.	End - semester examination	70%
	Total	100%

(b) Practical Block

i.	Lab work and performance, Internship, quiz, assignments and regularity	- 40%
ii.	End - semester examination	- 60%
	Total	100%

- 5.4 Practical training/Internship and project work shall be treated as practical subjects. assignments, quizzes, laboratory work, internship, class work, mid semester test and regularity.

The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (Based on absolute Marks system)	Grade Point	Description of performance
A+	> 90-100	10	Outstanding
A	> 80-90	9	Excellent
B+	> 70-80	8	Very Good
B	> 60-70	7	Good
C+	> 50-60	6	Average
C	> 40-50	5	Satisfactory
F	below 40	0	Fail.
I		0	Incomplete.
W		0	Withdrawal

- 3.7 The Semester Grade Points Average (SGPA) and Cumulative Grade Point. Average (CGPA) shall be calculated as under:-

$$SGPA = \frac{\sum_{i=1}^n c_i p_i}{\sum_{i=1}^n c_i}$$

Where c_i is the number of credits offered in the i th subject of a semester for which SGPA is to be calculated, p_i is the corresponding grade point earned in the i th subject, where $i = 1, 2, n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

here NC_j is the number of total credits offered in the j th semester, SG_j is the SGPA earned in the j th semester, where $j = 1, 2, m$, are the number of semesters in that course.

- 5.8 A candidate on successfully completion of the first Six semesters with minimum CGPA of 5.0, shall be eligible for the award of a Bachelor Degree of Business Administration (BBA) Or A candidate on successfully completion of the first Eight semesters with minimum CGPA of 5.0, shall be eligible for the award of a Bachelor Degree of Business Administration (BBA) with honours.
- 5.9 A candidate who possesses a Bachelor Degree of Business Administration (BBA) of the university shall be eligible for admission to the seventh semester or A candidate who possesses a Bachelor Degree of Business Administration (BBA) Honours of the university shall be eligible for admission to the Ninth semester for the purpose of completing the course, leading to the Master's Degree in Applied Management within maximum duration of this course as per Para 8.4 of this Ordinance, provided that immediately after the declaration of the results of the final semester examinations and before conferment of the Degree of Master of Applied Management the candidate shall surrender to the university the Bachelor

Degree of Business Administration (BBA) / Degree of Business Administration (BBA) honours.

6.0 CONDONATION OF DEFICIENCY

- 6.1 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, on behalf of the Vice- Chancellor in the Dual Degree programme examination.

7.0 AWARD OF DIVISION

- 7.1 Division shall be awarded only after the tenth and final semester examination based on integrated performance of the candidate for all the five years as per following details

The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \text{CGPA Obtained} \times 10$$

8.0 DURATION OF PROGRAMME

- 8.1 There shall be at least fourteen weeks of teaching every semester
- 8.2 One hour of conduct in Lecturer (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 8.3 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 cannot claim any right on the basis of his/her provisional admission.

- 8.4 The maximum duration of the programme shall be eight years. However, for one mercy attempt Ordinance for "Examination General" shall be applicable.

9.0 MERIT LIST

- 9.1 Final merit list of first three (3) candidates in the order of merit shall be declared by the University only after the main examination of the final semester for DDP programme, on the basis of the integrated performance of all the semesters. The merit list shall include the first three candidates securing at least first division and passing all semesters in single attempts.

CGPA Score Divisions

7.5 s CGPA	First Division with Honors
6.5 s CGPA < 7.5	First Division
5.0 CGPA < 6.5	Second Division

10.0 ATTENDANCE

- 10.1 Candidates appearing as regular students for any semester examination are required to attend 75 per cent of the lectures delivered and the practical classes held separately in each subject of the programme of study, provided that a short fall in attendance up to 10% and a further 5% can be condoned by the Head of the department of and Vice-Chancellor of the University, respectively for satisfactory reasons.

11.0 MEDIUM OF INSTRUCTION

- 11.1 The medium of instruction and examination shall be English throughout the programme of study.
- 12.0 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 Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

ORDINANCE

No. 54 of 2014

BACHELOR OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY (BHMCT)

1. Eligibility for Admission:

10+2 or equivalent qualification, pass with at least 45% marks; relaxation for SC/ST/Other category candidates as per policy of Government of MP

2. Intake: 60 seats

3. Reservation:

Reservation shall be applicable as per State Government/University norms.

4. Duration of the Course:

- 4.(a) Duration of the Course leading to the Degree of Bachelor of Hotel Management and Catering Technology (BHMCT) shall be of four academic years, spread-over eight semesters i.e., two semesters in each academic year: July to December & January to June, respectively.
- 4.(b) Maximum duration to complete the course shall be 8 years.

5. Admission

- a) Admissions to BHMCT Course shall be based on the merit of the Entrance Test/ marks in qualifying exams.

- b) Counseling: List of candidates shall be displayed in the official website of the University, along with time, date and place of counseling. The candidates, short listed for counseling, shall also be informed to this effect through counseling letters.
- c) In any eventuality, if entrance test is not conducted for some reasons, the admissions shall be made on the basis of the performance of the candidates in their qualifying examination (i.e., marks obtained in 10+2 or equivalent)

6. Course Fee

- a) The course fee, subject to approval of the Regulatory Commission, is to be remitted annually, shall be prescribed by the University from time to time. Information to this effect will be specifically incorporated in the Admission Bulletin/Brochure of the concerned Academic Year. The course fee shall have to be remitted by the students in the beginning of every academic year on duly notified dates. Candidates failing to deposit the fee in time shall be liable for penalty, as rescribed by the university.
- b) The fee structure laid down in the Admission Bulletin of the specific year will remain applicable all through the course duration of the candidates who have taken admission in the concerned academic year.

7. Teaching

In each, except, Eighth Semester, there shall be actual teaching for a minimum of 90 days, excluding admission, preparatory and examination period. The Eighth Semester shall be devoted to Industrial Training and final preparation of Dissertation and Training Report.

8. Medium of Instruction:

Medium of Instruction 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.

9. Attendance

- (a) Minimum attendance required for becoming eligible to appear in semester examinations for each theory and practical paper shall be 75%.
- (b) In case a student is short of attendance due to illness; or participation in university / state/national level sports/extra- curricular activities etc., the following conditions shall apply.
 - (i) Shortage of up to 10% attendance may be condoned by the Head of the Department, on the specific recommendation of the Staff Council.
 - (ii) Shortage of up to a maximum of 25% may be condoned by the Vice Chancellor on the specific recommendations of the Head of the Department.
- (c) Name of such student, who remains absent for consecutive 30 days without prior permission/ citing valid reasons, shall be struck of the attendance register and his/her admission shall stand cancelled. Readmission shall be done only after remitting the prescribed fee. However, the Department may not entertain candidate's request for re-admission if he/she fails to justify the reason for his/her absence, or on valid disciplinary ground.

10. Examination

- (a) Sessional Examination/Internal Assessment: In every semester, 30 marks shall be assigned for internal assessment/sessional examination, in each theory and practical subject/paper. The subject teacher shall conduct two sessional examinations of 15 marks each, on a date notified at least one week in advance. Students failing to appear in the sessional or obtaining less than 40% marks in the internal assessment of any paper shall not be eligible to appear in concerned semester examination. The department shall have to preserve the records of internal assessment at least for six months from the date of the commencement of the concerned semester examination.

- (b) Semester Examinations (Written/Theory Examination): Examination of odd and even semesters shall normally be conducted during the month of December and May, in that order. The question paper will be set by examiners appointed by the Vice-Chancellor on the recommendation of the Board of Studies. The pattern of the question paper will be prescribed and duly notified by the University from time to time. The weightage of each theory paper will be 70 marks.
- (c) Practical Examinations:
Practical examinations may be normally convened before theory examinations. However, in unavoidable circumstances, practical examinations can also be held after theory papers.
- (d) Preliminary Industrial Training (Ten Weeks): The Student shall have to undergo a ten weeks preliminary industrial training in a leading hotel/resort property, duly approved by the institute. Though the institute may help the incumbent students in arranging their training in suitable institutions, the sole responsibility, in this context, will rest on the students.
They will have to submit a comprehensive training report on the format prescribed by the Department, at least one month before commencement of the examinations. Alongside the training report, candidates shall also have to submit Logbook incorporating details of day-today training in clause 7, training is in 8th Semester.

11. 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 Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final

12. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE
No. 55 of 2014
MASTER OF SCIENCE IN NURSING (M. Sc. (NURSING))
2 Years Post Graduate Course

1.0 AIM AND OBJECTIVES

1.1 AIM

- 1.1.1 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 / B.Sc. Hons. Nursing / 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) 1 & 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 through out the course of the study.

7.2 SCHEME OF EXAMINATION**First Year**

Subjects	Theory		Practical			
	Hours	Internal	External	Hours	Internal	External
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
Nursing Management	3	25	75			
Dissertation & Viva					100	100
Clinical Speciality - II	3	~	25	75		100 100
Total		50	150		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 then 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 specialty.
- 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	Weightage
• Two test	50
• Assignment	25
• Seminar / presentation	25

1.4.2 The internal assessment marks for the theory subjects shall be out of 25 marks.

1.4.3 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.

1.4.4 The Practical examination marks for the internal assessment shall be out of 100 marks except Nursing Education shall be out of 50 Marks.

1.4.5 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 / 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 Qualification of Research Guide

7.6.2.1 Main guide: Nursing faculty / nursing expert in the same clinical speciality holding Ph.D. / M. Phil or M. Sc. Nursing with a minimum of 3 years experience in teaching in the Post Graduate Programme in Nursing.

1.6.2.2 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.	

11.0 ATTENDANCE

11.1 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.

11.2 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 3 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 REVALUATION / 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 SRK 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

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**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 Speciality -1	150	650
Total		600	1100

SECOND YEAR

No.	Subject	Theory	Practical
5.	Nursing Management	150	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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL**ORDINANCE No. 56 of 2014****POST BASIC DIPLOMA IN ORTHOPAEDIC & REHABILITATION NURSING(1 YEAR DIPLOMA COURSE)****1.0 AIMS & OBJECTIVES****1.1 AIMS**

Prepare nurses with specialized knowledge ,skills and attitude in providing advanced quality care to the patient with Orthopaedic disorders, their families and communities.

1.1 OBJECTIVE

- 1.2.1 Describe the concepts and principles of Orthopaedic nursing.
- 1.2.2 Demonstrate skill in providing essential diagnostic orthopaedic & rehabilitation procedure
- 1.2.3 Apply nursing process in caring of patients with orthopaedic disorder.
- 1.2.4 Participate effectively as a member of the health care team.
- 1.2.5 Communicate effectively with patient undergoing surgery and their family members
- 1.2.6 Participate in rehabilitation programmes.
- 1.2.7 Demonstrate skills in use of orthopaedic and rehabilitation appliances.
- 1.2.8 Make a plan for organization of orthopaedic & rehabilitation units.
- 1.2.9 Conduct research in orthopaedic & rehabilitation Nursing
- 1.2.10 Teach and supervise nurses and allied health workers
- 1.2.11 Communicate effectively with patient their families and community

2.0 ACADEMIC QULIFICATION FOR ADMISSION

- 2.1 Candidate should be a registered Nurse & Midwife (R.N & R.M) or equivalent.
- 2.2 Posses a minimum of one year experience as a staff nurse.
- 2.3 Candidate from other countries must obtain an equivalence certificate as per guideline of INC

3.0 CRITERIA FOR SELECTION

- 3.1 The candidate who fulfill the aforesaid academic qualification for admission
- 3.2 Admission shall be based on merit of qualifying examination
- 3.3 Candidate shall be medically fit

4.0 COURSE DURATION

- 4.1 The Duration of post Basic Diploma in orthopaedic & Rehabilitation Nursing course shall be one academic year including internship.
- 4.2 The maximum period to complete the course successfully should not exceeds 2 years from the date of admission

5.0 COURSE COMMENCEMENT

- 5.0.1 The Commencement of the course shall start during the period of july/Aug of every Year.
- 5.0.2 Vacation shall be granted maximum two weeks.

6.0 EXAMINATION

- 6.1 The medium of instruction and examination shall be English throughout the course of the study
 6.2 Scheme Of Examination

Subject	Int Ass. Marks	Ext. Ass. Marks	Total Marks	Duration(In Hr)
A.theory				
Paper I Clinical Nusing -I	50	150	200	3
Paper II Clinical Nursing-II	50	150	200	3
PaperIII Supervision & management ,Clinical Teaching ,elementary research & Statistics	50	150	200	3
Practical				
Clinical Nusing (Teaching & Supervision to be integrated)	100	100	200	-
Grand Total	250	550	800	-

6.3 Internal Examination

- 6.3.1 The assessment of academic growth of the students shall be done continuously and on day to day basis
 6.3.2 The internal assessment marks shall be on the basis of two term examination and one pre university examination ,class tests theory and practical assignments and clinical performance
 6.3.3 The assessment marks for theory subject shall be as per scheme of examination .
 6.3.4 A candidate should obtain minimum 50%marks separately in internal assessment.
 6.3.5 In case candidate fails in any subjects there shall be provision of improvement in internal assessment marks shall be provision of improvement in internal assessment marks and those marks shall be consider in subsequent examinations.

6.4 University Examination

- 6.4.1 There shall be an annual university examination at the end of academic session in the month of may / june
 6.4.2 There shall be supplementary examination in the month of Sep./ Oct.
 6.4.3 The Candidate who fails in supplementary examination they can reappear in main examination.
 6.4.4 The practical examination shall be held in respective clinical area.

7.0 CRITERIA FOR PASSING

- 7.1 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.
 7.2 If a candidate fails in either theory or practical paper , he/she has to reappear in failed paper only

- 7.3 If a candidate fails in any number of subject in main examination he/she will be considered as supplementary candidate in subsequent examination
- 7.4 Grace marks up to a maximum of 5 marks may be awarded to students who have failed in two subjects but passes in all other subjects. However the total marks obtained should not be altered.

8.1 DIVISION ,MERIT & CERTIFICATION

- 8.1 The division shall be awarded on the following basis-
- Distinction -75% and above (First Attempt only)
- First Division -60% and above and below 75%
- Second division-less than 60%
- Pass- Shall be awarded to the candidate passing with Supplementary or passing in more than one attempt
- 9.2 The merit shall be awarded on the basis of the grand total marks
- 9.3 The title of certification shall be Post Basic Diploma In Orthopaedic And Rehabilitation Nursing

10. ATTENDENCE

- 9.1 A candidate must have minimum of 80% attendance in each paper for appearing in university examination
- 9.2 The candidate should make up 100% of attendance for integrated practice experience and internship in term of hours and activities before awarding the certificate

10.0 APPOINTMENT OF EXAMINERS

The appointment of examiner for the theory and practical examination shall be based on following rules.

- 12.1 Question paper setter / moderator/ evaluator/ practical examiner shall be M.Sc. Nursing in Medical Surgical Nursing with minimum with minimum 1 years teaching experience or Post Basic Diploma in Orthopedic & Rehabilitation Nursing with 2 years of teaching experience working in any nursing institute. The Panel of the entire above mentioned category shall be submitted by Dean- Faculty.
- 12.2 One internal and on external examiner should jointly conduct practical examination for each student.

11.0 REVALUATION / RE-TOTALING

- 11.1 Revaluation and re-totaling of marks is permitted for theory papers only. The University, on receipt of application within the stipulated time and remittance or a prescribed fee, shall permit a recounting of marks and / or revaluation for the subject(s) applied.
- 11.2 The result after revaluation/re-totaling shall be declared as per prevailing revaluation/re-totaling rules and Regulation of the SRK University.

12.0 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;

Candidate is not found qualified as per INC/State Government norms and guidelines or the eligibility criteria prescribed by the University.

OR

Candidate is not able to complete the course within the stipulated time as prescribe in para 5.2

OR

Candidate is found involved in serious breach of discipline in the institution or in the University campus.

- 12.1 Candidate does not qualify guidelines as per INC/ State Govt./ eligibility ceriteria prescribed by the University

13.0 SCHEME OF STUDIES

13.1 Annual schedule of studies

(i)	Teaching: Theory & Clinical Practice	42 weeks
(ii)	Internship	4 weeks
(iii)	Examination (including preparatory leave)	2 weeks
(iv)	Vacation	2 weeks
(v)	Public Holidays	<u>2 weeks</u>
		<u>52 weeks</u>

13.2 The subject of study in academic year shall be as per the scheme given in subsequent sections.

DISTRIBUTION OF HOURS

Subject	Theory	Practical
1. Clinical Nursing- I	155 Hrs	Integrated
2. Clinical Nursing- II	155 Hrs	Clinical Practice 1280 Hrs)
3. Supervision & Management, Clinical Teaching, Elementary Research & Statistics		
i Supervision and Management	30 Hrs	
ii Clinical Teaching	30 Hrs	
iii Elementary Research & Statistics	30 Hrs	
4. Internship		160 Hrs.
Total	400 Hrs.	1440 Hrs.

•	Hours distribution for theory and practice	42 weeks x 40 hrs./ week =1680hrs.
•	Block classes	4 weeks x 40 hrs./ week =160hrs.
•	Integrated theory & clinical practice	38 weeks x 40 hrs./ week =1520hrs.
•	(Theory 400 hrs)* Theory 6 hours/week	38 weeks x 6 hrs./ week =228hrs.
•	Clinical experience 34 hours/ weeks	38 weeks x 34 hrs./ week =1292 hrs.
•	Internship	4 weeks x 40 hrs./week = 160 hrs.

13.3 Clinical Experience

Clinical experience must be provided as the stipulated clinical hours.

The student should be posted in – Orthopaedic & Rehabilitation unit for 38 weeks including two weeks evening and two weeks night.

▪ Orthopaedic ward	-	12 weeks
▪ Neuro Surgical ward	-	4 weeks
▪ OT	-	6 weeks
▪ Physiotherapy unit	-	4 weeks
▪ Rehabilitation unit	-	4 weeks
▪ Emergency and Trauma unit	-	4 weeks
▪ Ortho OPD'S	-	4 weeks

14. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE No. 57 of 2014
POST BASIC DIPOMA IN NEONATAL NURSING
(1 YEAR DIPLOMA COURSE)

1.0 AIMS & OBJECTIVES

1.1 AIMS

Prepare nurses with specialized knowledge ,skills and attitude in providing advanced quality care to neonates, their families and communities.

1.2 OBJECTIVE

- 1.2.1 Describe the concepts and principles of neonatal nursing.
- 1.2.2 Communicate effectively and foster actively a family child relationship.
- 1.2.3 Demonstrate skill in providing essential newborn care.
- 1.2.4 Perform neonatal advance life support skills.
- 1.2.5 Apply nursing process in caring of neonates receiving intensive care.
- 1.2.6 Participate effectively as a member of the health care team.
- 1.2.7 Organize and demonstrate skills in a management of neonatal service.
- 1.2.8 Make a plan for organization of neonatal unit.
- 1.2.9 Conduct research in neonatal Nursing.
- 1.2.10 Teach and supervise nurses allied health workers.

2.0 ACADEMIC QULIFICATION FOR ADMISSION

- 2.1 Candidate should be a registered Nurse & Midwife (R.N & R.M) or equivalent.
- 2.2 Posses a minimum of one year experience as a staff nurse.
- 2.3 Candidate from other countries must obtain an equivalence certificate as per guideline of INC

3.0 CRITERIA FOR SELECTION

- 3.1 The candidate who fulfill the aforesaid academic qualification for admission
- 3.2 Admission shall be based on merit of qualifying examination
- 3.3 Candidate shall be medically fit.

4.0 COURSE DURATION

- 6.2 The Duration of post Basic Diploma in Neonatal Nursing course shall be one academic year including internship.
- 4.2 The maximum period to complete the course successfully should not exceeds 2 years from the date of admission

5.1 COURSE COMMENCEMENT

- 5.9 The Commencement of the course shall start during the period of july/Aug of every Year.
- 5.10 Vacation shall be granted maximum two weeks.

6.0 EXAMINATION

- 6.1 The medium of instruction and examination shall be English throughout the course of the study
- 6.2 Scheme Of Examination

Subject	Int Ass. Marks	Ext. Ass. Marks	Total Marks	Duration (In Hr)
A. Theory				
Paper I Clinical Nusing -I	50	150	200	3
Paper II Clinical Nursing-II	50	150	200	3
PaperIII Supervision & management ,Clinical Teaching ,Elementary research & Statistics	50	150	200	3
B. Practical				
Clinical Nursing (Teaching & Supervision to be integrated)	100	100	200	-
Grand Total	250	550	800	-

6.3 Internal Examination

- 6.3.1 The assessment of academic growth of the students shall be done continuously and on day to day basis
- 6.3.2 The internal assessment marks shall be on the basis of two term examination and one pre university examination,class tests theory and practical assignments and clinical performance
- 2.3.3 The Internal assessment marks for theory subject shall be as per scheme of examination .

- 2.3.4 A candidate should obtain minimum 50% marks separately in internal assessment.
- 2.3.5 In case candidate fails in any subjects there shall be provision of improvement in internal assessment marks shall be provision of improvement in internal assessment marks and those marks shall be consider in subsequent examinations.

6.4 University Examination

- 6.4.1 There shall be an annual university examination at the end of academic session in the month of may /june
- 6.4.2 There shall be supplementary examination in the month of Sep./ Oct.
- 6.4.3 The Candidate who fails in supplementary examination they can reappear in main examination.
- 6.4.4 The practical examination shall be held in respective clinical area.

7.0 CRITERIA FOR PAASING

- 7.1 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.
- 7.2 If a candidate fails in either theory or practical paper , he/she has to reappear in failed paper only
- 7.3 If a candidate fails in any number of subject in main examination he/she will be considered as supplementary candidate in subsequent examination
- 7.4 Grace marks up to a maximum of 5 marks may be awarded to students who have failed in two subjects but passes in all other subjects. However the total marks obtains should not be altered.

8.0 DIVISION ,MERIT & CERTIFICATION

- 8.1 The division shall be awarded on the following basis-
Distinction -75% and above (First Attempt only)
First Division -60% and above and below 75%
Second division-less than 60%
Pass- Shall be awarded to the candidate passing with Supplementary or passing in more than one attempt
- 8.2 The merit shall be awarded on the basis of the grand total marks
- 8.3 The title of certification shall be Post Basic Diploma In neonatal nursing.

9.0 ATTENDANCE

- 9.1 A candidate must have minimum of 80% attendance in each paper for appearing in university examination
- 9.2 The candidate should make up 100% of attendance for integrated practice experience and internship in term of hours and activities before awarding the certificate

10.0 APPOINTMENT OF EXAMINERS

The appointment of examiner for the theory and practical examination shall be based on following rules.

- 10.1 Question paper setter / moderator/ evaluator/ practical examiner shall be M.Sc. Nursing in Medical Surgical Nursing with minimum 1 years teaching experience or Post Basic Diploma in neonatal nursing with 2 years of teaching experience working in any nursing institute. The Panel of the entire above mentioned category shall be submitted by Dean- Faculty.
- 10.2 One internal and one external examiner should jointly conduct practical examination for each student.

11.0 REVALUATION / RE-TOTALING

- 11.1 Revaluation and re-totalling of marks is permitted for theory papers only. The University, on receipt of application within the stipulated time and remittance or a prescribed fee, shall permit a recounting of marks and / or revaluation for the subject(s) applied.

- 11.2 The result after revaluation/re-totaling shall be declared as per prevailing revaluation/re-totaling rules and Regulation of the SRK University.

12.0 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;

- 12.1 Candidate is not found qualified as per INC/State Government norms and guideline the eligibility criteria prescribed by the University.

OR

- 12.2 Candidate is not able to complete the course within the stipulated time as prescribe in para 5.2

OR

- 12.3 Candidate is found involved in serious breach of discipline in the institution or in the University campus.

13.0 SCHEME OF STUDIES

13.1 Annual schedule of studies

(i) Teaching: Theory & Clinical Practice	42 weeks
(ii) Internship	4 weeks
(iii) Examination (including preparatory leave)	2 weeks
(iv) Vacation	2 weeks
(v) Public Holidays	<u>2 weeks</u>
	<u>52 weeks</u>

- 13.2 The subject of study in academic year shall be as per the scheme given in subsequent section.

DISTRIBUTION OF HOURS

Subject (1)	Theory (2)	Practical (3)
1. Clinical Nursing- I (Inclusive of foundation courses)	155 Hrs Clinical Practice 1280 Hrs)	Integrated
2. Clinical Nursing- II	155 Hrs	
3. Supervision & Management,	Clinical Teaching, Elementary Research & Statistics	
i Supervision and Management	30 Hrs	
ii Clinical Teaching	30 Hrs	
iii Elementary Research & Statistics	30 Hrs	
4. Internship		160 Hrs.
Total	400 Hrs.	1440 Hrs.

● Hours distribution for theory and practice	42 weeks x 40 hrs./ week =1680hrs.
● Block classes	4 weeks x 40 hrs./ week =160hrs.
● Integrated theory & clinical practice	38 weeks x 40 hrs./ week =1520hrs.
● (Theory 400 hrs)* Theory 6 hours/week	38 weeks x 6 hrs./ week =228hrs.
● Clinical experience 34 hours/ weeks	38 weeks x 34 hrs./ week =1292hrs.
● Internship	4 weeks x 40 hrs./week = 160 hrs.

13.3 Clinical Experience

Clinical experience must be provided as the stipulated clinical hours.

The student should be posted in – Neonatal Service unit for 38 weeks including two weeks evening and two weeks night.

● Labour room	-	4 weeks
● Postnatal ward	-	4 weeks
● Newborn Unit – NICU	-	24 weeks
● Pediatric Surgery NICU	-	2 weeks
● Community /follow-up/clinic	-	4 weeks

14. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE No. 58 of 2014
POST BASIC DIPOMA IN OPERATION ROOM NURSING
(1 YEAR DIPLOMA COURSE)

1.0 AIMS & OBJECTIVES

1.1 AIMS

Prepare nurses with advanced knowledge ,clinical skills and attitude in necessary to function effectively as a member of operation room surgical team (Operation room/ preoperative nursing include immediate pre, intra and immediate post operative nursing)

1.2 OBJECTIVE

- 1.2.1 Describe the concepts and principles of operation room nursing.
- 1.2.2 Communicate effectively with patients under going surgery and their family members.
- 1.2.3 Perform advance life support skills.
- 1.2.4 Apply nursing process in caring of patients under going surgery.
- 1.2.5 Participate effectively as a member of the health care team.

- 1.2.6 Make a plan for organization of operation room.
- 1.2.7 Conduct research in operation room Nursing
- 1.2.8 Teach and supervise nurses and allied health workers.

2.0 ACADEMIC QULIFICATION FOR ADMISSION

- 2.1 Candidate should be a registered Nurse & Midwife (R.N & R.M) or equivalent.
- 2.2 Posses a minimum of one year experience as a staff nurse.
- 2.3 Candidate from other countries must obtain an equivalence certificate as per guideline of INC

3.0 CRITERIA FOR SELECTION

- 3.1 The candidate who fulfill the aforesaid academic qualification for admission
- 3.2 Admission shall be based on merit of qualifying examination
- 3.3 Candidate shall be medically fit.

4.0 COURSE DURATION

4.1 The Duration of Post Basic Diploma in Operation Room Nursing course shall be one academic year including internship.

4.2 The maximum period to complete the course successfully should not exceeds 2 years from the date of admission

5.0 COURSE COMMENCEMENT

5.1 The Commencement of the course shall start during the period of july/Aug of every Year.

5.2 Vacation shall be granted maximum two weeks.

6.0 EXAMINATION

6.1 The medium of instruction and examination shall be English throughout the course of the study

6.2 Scheme Of Examination

Subject	Int Ass. Marks	Ext. Ass. Marks	Total Marks	Duration (In Hr)
A. Theory				
Paper I Clinical Nursing -I	50	150	200	3
Paper II Clinical Nursing-II	50	150	200	3
Paper III Supervision & management ,Clinical Teaching, Elementary research & Statistics	50	150	200	3
B. Practical				
Clinical Nursing (Teaching & Supervision to be integrated)		100	100	200
Grand Total		250	550	800

6.3 Internal Examination

6.3.1 The assessment of academic growth of the students shall be done continuously and on day to day basis

6.3.2 The internal assessment marks shall be on the basis of two term examination and one pre university examination, class tests theory and practical assignments and clinical performance

6.3.3 The Internal assessment marks for theory subject shall be as per scheme of examination .

6.3.4 A candidate should obtain minimum 50%marks separately in internal assessment.

6.3.5 In case candidate fails in any subjects there shall be provision of improvement in internal assessment marks and those marks shall be consider in subsequent examinations.

6.4 University Examination

6.4.1 There shall be an annual university examination at the end of academic session in the month of may /june

6.4.2 There shall be supplementary examination in the month of Sep./ Oct.

6.4.3 The Candidate who fails in supplementary examination they can reappear in main examination.

1.4.4 The practical examination shall be held in respective clinical area.

7.0 CRITERIA FOR PASSING

7.1 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.

7.2 If a candidate fails in either theory or practical paper , he/she has to reappear in failed paper only

7.3 If a candidate fails in any number of subject in main examination he/she will be considered as supplementary candidate in subsequent examination

7.4 Grace marks up to a maximum of 5 marks may be awarded to students who have failed in two subjects but passed in all other subjects. However the total marks obtained should not be altered.

8.0 DIVISION ,MERIT & CERTIFICATION

8.1 The division shall be awarded on the following basis-Distinction -75% and above (First Attempt only) First Division -60% and above and below 75% Second division-less than 60%Pass- Shall be awarded to the candidate passing with Supplementary or passing in more than one attempt

8.2 The merit shall be awarded on the basis of the grand total marks

8.3 The title of certification shall be Post Basic Diploma In operation room nursing.

9.0 ATTENDENCE

9.1 A candidate must have minimum of 80% attendance in each paper for appearing in university examination.

9.2 The candidate should make up 100% of attendance for integrated practice experience and internship in term of hours and activities before awarding the certificate.

10.0 APPOINTMENT OF EXAMINERS

The appointment of examiner for the theory and practical examination shall be based on following rules.

10.1 Question paper setter / moderator/ evaluator/ practical examiner shall be M.Sc. Nursing in Medical Surgical Nursing with minimum with minimum 1 years teaching experience or Post Basic Diploma in operation room nursing with 2 years of teaching experience working in any nursing institute. The Panel of the entire above mentioned category shall be submitted by Dean- Faculty.

10.2 One internal and one external examiner should jointly conduct practical examination for each student.

11.0 REVALUATION / RE-TOTALING

11.1 Revaluation and re-totalling of marks is permitted for theory papers only. The University, on receipt of application within the stipulated time and remittance or a prescribed fee, shall permit a recounting of marks and / or revaluation for the subject(s) applied.

11.2 The result after revaluation/re-totalling shall be declared as per prevailing revaluation/re-totalling rules and Regulation of the SRK University.

12.0 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;

12.1 Candidate is not found qualified as per INC/State Government norms and guidelines the eligibility criteria prescribed by the University.

OR

12.2 Candidate is not able to complete the course within the stipulated time as prescribe in para 5.2

OR

12.3 Candidate is found involved in serious breach of discipline in the institution or in the University campus.

13.0 SCHEME OF STUDIES

13.1 Annual schedule of studies

(i) Teaching: Theory & Clinical Practice	42 weeks
(ii) Internship	4 weeks
(iii) Examination (including preparatory leave)	2 weeks
(iv) Vacation	2 weeks
(v) Public Holidays	<u>2 weeks</u>
	52 weeks

13.2 The subject of study in academic year shall be as per the scheme given in subsequent section.

DISTRIBUTION OF HOURS

Subject (1)	Theory (2)	Practical (3)
1. Clinical Nursing- I (Inclusive of foundation courses)	155 Hrs	Integrated Clinical Practice 1280 Hrs)

(1)	(2)	(3)
2. Clinical Nursing- II	155 Hrs	
3. Supervision & Management, Clinical Teaching, Elementary Research & Statistics		
i Supervision and Management	30 Hrs	
ii Clinical Teaching	30 Hrs	
iii Elementary Research & Statistics	30 Hrs	
4. Internship		160 Hrs.
	Total 400 Hrs.	1440 Hrs.
● Hours distribution for theory and practice	42 weeks x 40 hrs./ week =1680hrs.	
● Block classes	4 weeks x 40 hrs./ week =160hrs.	
● Integrated theory & clinical practice	38 weeks x 40 hrs./ week =1520hrs.	
● (Theory 400 hrs)* Theory 6 hours/week	38 weeks x 6 hrs./ week =228hrs.	
● Clinical experience 34 hours/ weeks	38 weeks x 34 hrs./ week =1292hrs.	
● Internship	4 weeks x 40 hrs./week = 160 hrs.	

13.3 Clinical Experience

Clinical experience must be provided as the stipulated clinical hours.

The student should be posted in – Operation room unit for 38 weeks including two weeks evening and two weeks night.

● Gastrointestinal	- 4 weeks
● Nephro and urosugery	- 4 weeks
● Neurosurgery	- 4 weeks
● Cardiovascular & thoracic	- 4 weeks
● Orthosurgery	- 4 weeks
● ENT	- 2 weeks
● Ophthalmic	- 2 weeks
● Gyne. And Obstetrical	- 4 weeks
● Paediatric Surgery	- 4 weeks
● Dental	- 4 weeks

14. The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE No. 59 of 2014
BACHELOR OF SCIENCE IN MEDICAL LABORATORY TECHNOLOGY (BMLT)
3 YEAR DEGREE COURSE

1.0 AIMS AND OBJECTIVES

1.1 AIMS

1.1.1 To provide skilled professionals who will be able to work in a variety of laboratory settings.

1.1.2 To provide students with an overview of various medical laboratory procedures.

1.2 OBJECTIVES

1.2.1 To impart adequate theoretical and practical knowledge in basic Medical Laboratory Sciences.

1.2.2 To perform routine and special laboratory investigations.

1.2.3 To introduce quality control system in laboratory.

2.0 COURSE STRUCTURE

2.1 The Degree in Medical Laboratory Technology of 3 years (Three academic years) course here in after called 3 year degree course shall be designated as Bachelor of Medical Laboratory Technology, in short BMLT.

2.2 Duration of the course : The Bachelor of Medical Technology (Laboratory) is a three year regular degree course, named below :

- a. B.Sc. MLT- 1 year
- b. B.Sc, MLT- II year
- c. B.Sc. MLT- III year

2.3 Each academic year shall consist of 240 teaching days.

2.4 The Student admitted in BMLT, course shall have to complete the course within the maximum permissible duration of 6 years, from the date of admission.

3.5 ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION

3.1 Admission to the First year-in B.Sc. in Medical Laboratory Technology degree course shall be 10+2 system of education in science group or equivalent examination with Chemistry, Physics & Biology, as main subjects conducted by a recognized Board/Council/ University with minimum of 40% marks.

1.2.1 Vocational Subjects like Bio-technology, MLT, Fisheries, Dietetics, Live Stock and Poultry etc in substitution for Biology shall be also considered for eligibility.

3.3 The candidate should have completed minimum of 17 years of age on/before 31st December of the concerned academic session.

3.4 Selection Criteria: The admission in B.Sc. MLT- First Year shall be based on the merit of the qualifying examination.

Or

Common Entrance Test (CET), conducted by the University/ any designated agency.

3.5 On admission, every candidate shall have to get fitness certificate from RKDF Hospital, for physical fitness.

4.0 COMMENCEMENT OF COURSE

The course shall be commencing from the month of August of every academic year.

5.0 REGULATIONS RELATING TO THE ASSESSMENT OF ACADEMIC GROWTH OF THE STUDENT

The assessment of academic growth of the student shall be done on the basis of Three Sessional Examination (conducted during the year) and one University Examination (conducted at the end of the academic year). The medium of Instruction and Examination shall be English throughout the course of the study.

5.1 Attendance

5.1.1 Candidates appearing as regular student for any annual examination are required to attend 75% of the total lecturer's delivered and of the practical classes held separately in each subject of the course of the study.

5.1.2 The total lecture and practical shall be conducted as per scheme and syllabus given in subsequent section.

5.2 Sessional Examinations

Three Sessional Examination shall be conducted for each subject, separately for theory and practical.

5.3 Internal Assessment

The internal assessment for each subject of each academic year shall carry 100 marks.

5.4 University Examination; Theory & Practical

5.4.1 Written Examination

a. The Main Examination shall be held on yearly basis for all the three years respectively.

b. There shall be 2 University Examination in a year: Main examination in May/June and Supplementary Examination (II examination) in October/ November. The succeeding examination shall be held within 6 months.

5.5 Appointment of the Examiners/ Question Paper Setters

The appointment of examiner for the University Examination shall be based on following criteria;

5.5.1 For Theory paper setting one examiner will be an External, minimum an Assistant Professor with 3 years teaching experience in the concerned subject.

5.5.2 For the Practical examinations there shall be two examiners for each subject, one External Examiner and one Internal Examiner, with minimum qualification and experience of an Assistant Professor with 3 years teaching experience in the concerned subject.

5.5.3 The External Examiner shall be the subject expert from outside the University having Masters/ Post Graduate qualification in the concerned subject with minimum 3 years teaching experience.

5.5.4 The Faculty of the Subject/ Head of the Department with minimum 3 years of teaching experience shall be the Internal-Cum-Convener examiner for the examinations.

5.6 Criteria for Passing

in each subject/head (theory and practical);

5.6.1 In all the University examinations, the candidates shall have to obtain 50% marks separately in theory plus internal assessment and practical plus viva voce examination.

5.6.2 Each theory paper and practical will be treated as separate subject/ head for the passing.

5.6.3 The student shall carry over two subjects from one year to the following year and must pass in the fail subject before appearing in the next year examination. The Student shall carry two subjects from first year to second year as well as second year to third year and must pass in the fail subjects before appearing the next year examination.

5.7 Division and Merit List

5.7.1 The Division shall be awarded after Annual University Examination in each academic year and shall be based on the aggregated marks obtain by the candidates at his/ her successful attempt in annual University examination.

There shall be Divisions as follows:

Distinction: 75% and above of grand total marks in First attempt.

First Division: >60% and <75% of grand total marks in First attempt.

Second Division: >50% and <60% of grand total marks in First attempt.

Distinction in individual subject: >75% marks in individual subject shall be indicated exclusively in the mark sheet provided First attempt.

5.7.2 The merit shall be declared by the University after the final year University examination, on the basis of the aggregate marks of all academic years in University examination. The merit list shall include the first ten candidates securing at least First Division and passing all the appeared subjects in annual examination in first attempt.

5.8 Three Months Compulsory Rotatory Clinical Training

For BMLT III year students, three months Compulsory Rotatory Clinical Training shall be compulsory as a part of partial completion of the course. The training- shall be undertaken in any of Medical Laboratory attached with minimum 100 bedded hospital.

For this exercise the students may require to spend three months in rotation with at-least four following labs:

- a. Clinical Biochemistry Lab
- b. Clinical Microbiology Lab
- c. Pathology and/ or Haematology Lab
- d. Blood Banking The Laboratory training The Laboratory should cover the following terms:

The recognized laboratory shall require experts with BMLT qualification, for the guidance of the students. Student: Technician ratio wilt be 1:5.

- a. Student seeking training outside the campus must obtain a MCC from the HOI prior to the program.
- b. Minimum 50-70. hrs is mandatory for each of the above mention Laboratories.
- c. Student should obtain Training Certificate with the duration from_ the concerned Hospital/ Laboratory. Same should be submitted to the-Institute for qualifying III year University Examination.
- d. Any absenteeism misconduct, poor performance etc may require extension the program on the recommendation of the HOD.

6.0 REVALUATION / RE-TOTALING

6.1 Student may apply for Re-evaluation and/or Re-totaling of the answer sheet of the appeared subjects, post result for any doubt in the marks obtained on the following criteria:

6.1.1 Student may go for all the appeared subjects of that session for Re-evaluation as well as Re-totaling simultaneously, within stipulated time, as prescribed by the University.

7.0 CANCELLATION OF ADMISSION

7.1 The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of the Institution, if:

7.1.1 He/She is not found qualified as per MP Paramedical Council norms and guidelines or the eligibility criteria prescribed by the University.

7.1.2 He/ she is found to have produced false/ forged documents or found to have used unfair means to secure admission.

7.1.3 He/She is found involved in serious breach of discipline in the institution or in the University campus.

8.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE No. 60 of 2014
DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY (DMLT)
2 YEAR DIPLOMA COURSE

1.0 AIMS AND OBJECTIVES

1.1 AIMS

1.1.1. To provide skilled professionals who will be able to work in a variety of laboratory settings.

1.1.2 To provide students with an overview of various medical laboratory procedures.

1.2 OBJECTIVES

1.2.1 To impart adequate theoretical and practical knowledge in basic Medical Laboratory Sciences.

1.2.2 To perform routine and special laboratory investigations.

2.0 COURSE STRUCTURE

2.1 The Diploma in Medical Laboratory Technology of 2 years (Two academic years) course here in after called 2 year diploma course shall be designated as Diploma in Medical Laboratory Technology, in short DMLT.

2.2 **Duration of the course:** Diploma in Medical Laboratory Technology is a two year regular diploma course, named below:

- DMLT- I year
- DMLT - II year

2.3 Each academic year shall consist of 240 teaching days.

2.4 The Student admitted in DMLT course shall have to complete the course within the maximum permissible duration of 4 years, from the date of admission.

3.0 ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION

3.1 Admission to the First year in Diploma in Medical Laboratory Technology course shall be 10+2 system of education in science group or equivalent with Chemistry, Physics & Biology, as main subjects conducted by a recognized Board/Council/ University with minimum of 40% marks.

3.2 Vocational Subject like Bio-technology, MLT, Fisheries, Dietetics, Live Stock and Poultry etc in substitution for Biology shall also be considered for Eligibility.

3.3 The candidate should have completed minimum of 17 years of age on/before 31st December of the concerned academic session.

3.4 Selection Criteria: The admission in DMLT- First Year shall be based on the merit of the qualifying examination.

or

Common Entrance Test (CET), conducted by the University/ any designated agency.

3.5 On admission, every candidate shall have to get fitness certificate from RKDF Hospital, for physical fitness.

4.0 COMMENCEMENT OF COURSE

The course shall be commencing from the month of August of every academic year.

5.0 REGULATIONS RELATING TO THE ASSESSMENT OF ACADEMIC GROWTH OF THE STUDENT

The assessment of academic growth of the student shall be done on the basis of Three Sessional Examination (conducted during the year) and one University Examination (conducted at the end of the academic year). The medium of instruction and Examination shall be English throughout the course of the study.

5.1 Attendance

5.1.1 Candidates appearing as regular student for any annual examination are required to attend 75% of the total lecturer's delivered and of the practical classes held separately in each subject of the course of the study.

5.1.2 The total lecture and practical shall be conducted as per scheme and syllabus given in subsequent section.

5.2 Sessional Examinations

Three Sessional Examination shall be conducted for each subject, separately for theory and practical.

5.3 Internal Assessment

The internal assessment for each subject of each academic year will carry 25 marks.

5.4 University Examination; Theory & Practical

5.4.1 Written Examination

- a. The main Examination shall be held on yearly basis for all the two years respectively.

- b. There shall be 2 University Examination in a year: Main examination in May/June and Supplementary Examination (II examination) in October/ November. The succeeding examination shall be held within 6 months.

5.5 Appointment of the Examiners/ Question Paper Setters

The appointment of examiner for the University Examination shall be based on following criteria;

5.5.1 For Theory paper setting and valuation one examiner shall be required, who may be an Internal or External, minimum an Assistant Professor with 3 year teaching experience in the concerned subject.

5.5.2 For the Practical examinations there shall be two examiners for each subject, one External Examiner and one Internal Examiner, with minimum qualification and experience of an Assistant Professor with 3 year teaching experience in the concern subject.

5.5.3 The External Examiner shall be the subject expert from outside the University having Master's/ Post Graduate qualification in the concern subject with minimum 3 year teaching experience.

5.5.4 The faculty of the Subject/ Head of the Department with minimum 3 years of teaching experience shall be the Internal-Cum-Convener examiner for the examinations.

5.6 Criteria for Passing

In each subject/head (Theory and Practical);

5.6.1 In all the University examinations, the candidates shall have to obtain 50% marks separately in Theory plus Internal assessment plus Viva voce and Practical examination.

5.6.2 Each Theory paper and Practical will be treated as separate subject/ head for the passing.

5.6.3 The student shall carry over one subject from one year to the following year and must pass in the fail subject before appearing in the next year examination. The Student shall carry one subject from first year to second year and must pass in the fail subjects before appearing the next year examination.

5.7 Division and Merit List

5.7.1 The Division shall be awarded after Annual University Examination in each academic year and shall be based on the aggregate marks obtained by the candidates at his/ her successful attempt in Annual University Examination.

There shall be Divisions as follows:

Distinction:	75% and above of grand total marks in First attempt.
First Division:	>60% and <75% of grand total marks in First attempt
Second Division:	>50% and <60% of grand total marks in First attempt

Distinction in individual subject: >75% marks in individual subject shall be indicated exclusively in the mark sheet provided First attempt.

5.7.2 The merit shall be declared by the University after the final year University examination, on the basis of the aggregate marks of all academic years in University examination. The merit list shall include the first ten candidates securing at least First Division and passing all the appeared subjects in annual examination in first attempt.

5.8 Three Months Compulsory Rotatory Clinical Training

For DMLT II year students, Three months Compulsory Rotatory Clinical Training shall be compulsory as a part of partial completion of the course. The training shall be undertaken in any of medical laboratory attached with minimum 100 bedded hospital.

For this exercise the students may require to spend Three months in rotation with at-least Four following labs:

- a. Clinical Biochemistry Lab
- b. Clinical Microbiology Lab
- c. Pathology and/ or Haematology Lab
- d. Blood Banking

The Laboratory training should cover the following terms:

- a. The recognized laboratory shall require experts with BMLT qualification, for the guidance of the students. Student: Technician ratio will be 1:5.
- b. Student seeking training outside the campus must obtain a NOC from the HOD prior to the program.
- c. Minimum 100 hrs is mandatory for each of the above mention Laboratories.
- d. Student should obtain training completion certificate with the duration from the concerned Hospital/ Laboratory. Same should be submitted to the parent institute for qualifying II year University Examination.
- e. Any absenteeism, misconduct, poor performance etc may require the extension of the program on the recommendation of the HOD.

6.0 REVALUATION / RE-TOTALING

6.1 Student may apply for Re-evaluation and/or Re-totaling of the answer sheet of the appeared subjects, post result for any doubt in the marks obtained on the following criteria:

6.1.1 Student may go for all the appeared subjects of that session for Re-evaluation as well as Re-totaling simultaneously, within stipulated time, as prescribed by the University.

7.0 CANCELLATION OF ADMISSION

7.1 The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of the Institution, if:

7.1.1 He/She is not found qualified as per MP Paramedical Council norms and guidelines or the eligibility criteria prescribed by the University.

7.1.2 He/ she is found to have produced false/ forged documents or found to have used unfair means to secure admission.

7.1.3 He/She is found involved in serious breach of discipline in the institution or in the University campus.

8.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
ORDINANCE No. 61 of 2014
DIPLOMA IN DIALYSIS TECHNICIAN (DDT)
2 YEAR DIPLOMA COURSE

1.0 AIMS AND OBJECTIVES

1.1 AIMS

To provide skill oriented training to the students and thus to provide skilled technicians who will be able to work in various dialysis unit.

1.2 OBJECTIVES

1.2.1 To impart adequate theoretical and practical knowledge required for dialysis technician.

1.2.2 To enable the student to perform various dialysis techniques and general care to prevent the complications.

2.0 COURSE STRUCTURE

2.1 The Diploma in Dialysis Technician of 2 years (Two academic years) course here in after called 2 year diploma course shall be designated as Diploma in Dialysis Technician, in short DDT.

2.2 **Duration of the course:** Diploma in Dialysis Technician is a two year regular diploma course, named below:

DDT- I year

DDT - II year

2.3 Each academic year shall consist of 240 teaching days.

2.4 The Student admitted in DDT course shall have to complete the course within the maximum permissible duration of 4 years, from the date of admission.

3.0 ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION

3.1 Admission to the First year in Diploma in Dialysis Technology diploma course shall be 10+2 system of education in science group or equivalent examination with Chemistry, Physics & Biology, as main subjects conduct by a recognized Board/Council/ University with minimum of 40% Marks.

3.2 Vocational Subject like Bio-technology, MLT, Fisheries, Dietetics, Live Stock and Poultry etc. in substitution for Biology shall be also considered for eligibility.

3.3 The candidate should have completed minimum of 17 years of age on/before 31st December of the concerned academic session.

3.4 Selection Criteria: The admission in DDT- First Year shall be based on the merit of the qualifying examination.

Or

Common Entrance Test (CET), conducted by the University/ any designated agency.

3.5 On admission, every candidate shall have to get fitness certificate from RKDF Hospital, for physical fitness.

4.0 COMMENCEMENT OF COURSE

The course shall be commencing from the month of August of every academic year.

5.0 REGULATIONS RELATING TO THE ASSESSMENT OF ACADEMIC GROWTH OF THE STUDENT

The assessment of academic growth of the student shall be done on the basis of Three Sessional Examination (conducted during the year) and one University Examination (conducted at the end of the academic year).

The medium of Instruction and Examination shall be English throughout the course of the study.

5.1 Attendance

5.1.1 Candidates appearing as regular student for any annual examination are required to attend 75% of the total lecturer's delivered and of the practical Classes held separately in each subject of the course of the study.

5.1.2 The total lecture and practical shall be conducted as per scheme and syllabus given in subsequent section.

5.2 Sessional Examinations

Three Sessional Examination shall be conducted for each subject, separately for theory and practical.

5.3 Internal Assessment

The internal assessment for each subject of each academic year will carry 25 marks.

5.4 University Examination; Theory & Practical

5.4.1 Written Examination

- a. The Main Examination shall be held on yearly basis for all the two years respectively.
- b. There shall be 2 University Examination in a year: Main examination in May/June and Supplementary Examination (II examination) in October/ November. The succeeding examination shall be held within 6 months.

5.5 Appointment of Examiners/Question Paper Setters

The appointment of examiner for the University Examination shall be based on following criteria;

5.5.1 For Theory paper setting and valuation one Examiner shall be required, who may be an Internal or External, minimum an Assistant Professor with 1 year teaching experience in the concerned subject.

5.5.2 For the Practical examinations there shall be two examiners for each subject, one External Examiner and one Internal Examiner, with minimum qualification and experience of an Assistant Professor with 1 year teaching experience in the concerned subject.

5.5.3 The External Examiner shall be the subject expert from outside the University having Master's/ Post Graduate qualification in the concerned subject with minimum 3 years teaching experience.

5.5.4 The Faculty of the Subject/ H01 with minimum 1 year of teaching experience shall be the Internal-Cum-Convener examiner for the examinations.

5.6 Criteria for Passing

In each subject/head (Theory and Practical);

5.6.1 In all the University examinations, the candidates shall have to obtain 50% marks separately in Theory plus Internal assessment plus Viva voce and Practical examination.

5.6.2 Each Theory paper and Practical will be treated as separate subject/ head for the passing.

5.6.2 The student shall carry over one subject from one year to the following year and must pass in the fail subject before appearing in the next year examination. The Student shall carry one subject from first year to second year and must pass in the fail subjects before appearing the next year examination.

5.7 Division and Merit List

5.7.1 The Division shall be awarded after Annual University Examination in each academic year and shall be based on the aggregate marks obtained by the candidates at his/ her successful attempt in Annual University Examination.

There shall be Divisions as follows:

Distinction: 75% and above of grand total marks in First attempt.

First Division: >60% and <75% of grand total marks in First attempt.

Second Division: >50% and <60% of grand total marks in First attempt.

Distinction in individual subject: >75% marks in individual subject shall be indicated exclusively in the mark sheet provided First attempt.

5.7.2 The merit shall be declared by the University after the final year University examination, on the basis of the aggregate marks of all academic years in University examination. The merit list shall include the first ten candidates securing at least First Division and passing all the appeared subjects in annual examination in first attempt.

5.8 Two Months Compulsory Rotatory Clinical Training

For DDT II year students, Two months Compulsory Rotatory Clinical Training shall be compulsory as a part of partial completion of the course. The training shall be undertaken in a fully equipped Dialysis Unit with minimum 5 bedded.

For this exercise the students may require to spend Two months in rotation in the Dialysis Unit, In-Patient wards, ICU (for PD) etc.

The Dialysis training should cover the following terms:

- The recognized dialysis unit shall require an MD/ DM Nephrologists with DDT qualification technician, for the guidance of the students. Student: Technician ratio will be 1:5.
- Student seeking training outside the campus must obtain a NOC from the t-101 prior to the program.
- Minimum 60 hrs is mandatory for each of the above mention unit and wards.
- Student should obtain Training Completion Certificate with the duration from the concerned Hospital/ Dialysis Unit. Same should be submitted to the institute for qualifying II year University Examination.
- Any absenteeism, misconduct, poor performance etc may require the extension of the program on the recommendation of the HOD.

6.0 REVALUATION / RE TOTALING

6.1 Student may apply for Re-evaluation and/or Re-totaling of the answer sheet of the appeared subjects, post result for any doubt in the marks obtained on the following criteria:

6.1.1 Student may go for all the appeared subjects of that session for Re-evaluation as well as Re-totaling simultaneously, within stipulated time, as prescribed by the University.

7.0 CANCELLATION OF ADMISSION

7.1 The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of the Institution, if:

7.1.1 He/She is not found qualified as per MP Paramedical Council norms and guidelines or the eligibility criteria prescribed by the University.

6.1.2 He/ she is found to have produced false/ forged documents or found to have used unfair means to secure admission.

7.1.3 He/She is found involved in serious breach of discipline in the institution or in the University campus.

8.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

ORDINANCE

No. 62 of 2014

General Nursing & 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 or 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 fit.
- 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.
- i. 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 through out 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:

- The student should bear a good moral character.
- 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.
- The student must have 100% attendance in each of the practical areas before award of Diploma in GNM.
- 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.

उच्च शिक्षा विभाग
मंत्रालय, वल्लभ भवन, भोपाल
 Bhopal, the 11th February 2015

No. R-41-CC-2015-XXXVIII.—WHEREAS, pursuing the procedure specified in Section 29 of Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Adhiniyam, 2007 (No. 17 of 2007), the Swami Vivekanand University, Sironja, Sagar (M.P.) has made the amendment in the Ordinance No. 1, 2, 3, 4, 5, 11, 12, 31, 32, 33, 46 and Subsequent Ordinance No. 61 to 67;

NOW, THEREFORE, in pursuance of section 35 of the said Act the State Government, hereby publish the said Amendments and Subsequent Ordinances in the official Gazette. The Amendments and Subsequent Ordinances of the University shall come in to force from the date of notification.

By order and in the name of the Governor of
 Madhya Pradesh,
LALIT DAHIMA, Dy. Secy.

Amendment in Ordinance No. 1

Ordinance No. 1 as published in Madhya Pradesh Rajpatra vide notification no. R-346/cc/2012/38

Dated 11 July 2013 is amended as below .

1. Departments mentioned in column (3) shall be included after the existing there of :-

S. N	Name of Faculty (as in original)	Name of the Department to be added
1	Faculty of Science	Department of - • Food & Nutrition Science
2	Faculty of Education	Department of:- • Special Education
4	Faculty of Management	Department of :- • Disaster Management • Hospital Management • Environment Management
5	Faculty of Engineering And Technology	Department of :- Marine Technology
11	Faculty of Agriculture	Agriculture Engineering
14	Faculty of Medical Science	Department of :- • Electro Homeopathy • Yogic Science
16	Faculty of Paramedical Course	Certificate ,Degree and Diploma in different courses

2. Following New Certificate, Diploma, Vocational Certificate & Vocational Diploma Courses Proposed for SVN University shall be included in Addition to the Existing course

S.N(as in the original ordinance)	Course	Duration	Eligibility for Candidates
Faculty of Education			
6	Diploma in Teachers Training Education	24 Months	12 th pass
7	Diploma in Value of Social Responsibility	12 Month	12 th pass
8	P.G. Diploma in Value of Social Responsibility	12 Month	Graduation
Faculty of Management			
4	Diploma in Retail Management	12 Months	12 th pass
7	Diploma in Entrepreneurship Development	12 Months	12 th Pass
8	Diploma in Management	12 Months	12 th Pass
9	Diploma in Business Organization & Management	12 Months	12 th Pass
10	Diploma in sales, Marketing & Management	12 Months	12 th Pass
11	Diploma in Industrial Relation & Personal Management	12 Months	12 th Pass
12	Diploma in Human Resource Development	12 Months	12 th Pass
13	Diploma in Production Management	12 Months	12 th Pass
14	Diploma in Financial Management	12 Months	12 th Pass
15	Diploma in Material Management	12 Months	12 th Pass
16	Diploma in Export & Import Management	12 Months	12 th Pass
17	Diploma in Industrial Safety	12 Months	12 th Pass
18	Diploma in Advertising & Public Relations	12 Months	12 th Pass
19	Diploma in International Business Management	12 Months	12 th Pass
20	Diploma in International Marketing Management	12 Months	12 th Pass
21	Diploma in Supply Chain Management	12 Months	12 th Pass

22	Diploma in Hotel Management	12 Months	12 th Pass
23	Diploma in Hospital Management	12 Months	12 th Pass
24	Diploma in Construction & Constructional Safety	12 Months	12 th Pass
25	P.G.Diploma in Agro Business Management	12 Months	Graduation
26	P.G.Diploma in Retail Management	12 Months	Graduation
27	Certificate in Retail Management	06 Months	10 th pass
28	P.G.Diploma in Fire, Safety & Disaster Management	12 Months	Graduation
29	Diploma in Fire AND Safety Management	12 Month	12 th
30	Diploma in Fire Man	06 Month	12 th
31	Diploma In Textile Management	12 Month	12 th
32	Diploma Material Management	12 Month	12 th
Faculty of Computer Science & Application			
2	Certificate in Computer Application	6 Months	10th pass
25	Diploma in Computer Application and Programming	12 Months	10th pass
26	Diploma in Multimedia and Animation Designing	12 Months	12th pass
27	Certificate in Data Entry Operator	06 Months	10th pass
Faculty of Media Studies			
3	Diploma in Mass Communication	12 Months	12th pass
Faculty of Medical Science			
13	Diploma in Electro Homeopathy	24 Months	12th pass
14	Certificate in Electro Homeopathy	12 Months	12th pass
Faculty of Law			
1	V.T. in Information Security	06 Months	10 th Pass
2	V.T. in Computer Cyber Law and Security	06 Months	10 th Pass
3	Diploma in Cyber Forensics	12 Months	12 th Pass

4	Diploma in Cyber Law	12 Months	12 th Pass
5	Post Graduation Diploma in Cyber Law	12 Months	Graduate
6	Post Graduation Diploma in IPR	12 Months	Graduate
7	Diploma in Labour Law	12 Months	12 th Pass
8	Diploma in Human Rights	12 Months	12 th Pass
9	P.G. Diploma in Human Rights	12 Months	Graduate
10	Diploma in Social Welfare	12 Months	12 th Pass
Faculty of Library Science			
1	Diploma in Library Science	12 Month	12 th Pass

Amendment in Ordinance No. 2

Ordinance no:2 as Published in Madhya Pradesh Rajpatra vide notification no. R-346/cc/2012/38 Dated 11 July 2013 is amended as below

1. A new provision shall be included after clause 2(ii), as below namely

iii. Provided also that eligibility Criteria / Norms of various courses shall be governed by the rules and regulation of the State Government / Central Government / U.G.C./ Regulatory Council (if Applicable) and if any changes are made in eligibility Criteria / Norms by State Government / Central Government / U.G.C./ Regulatory Council, these changes will be applicable to the respected ordinance after the approval of Academic Council

Existing clause (4) shall be substituted as below ,namely

) The application for admission shall among others be accompanied by:-

The school or Institution Leaving Certificate signed by the Head of the Institution last attended by the student, 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 non collegiate Candidate, a certificate signed by two responsible persons certifying 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/she shall submit in addition to the School or Institution 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 as decided by the University. For vocational courses, Certificate courses, non collegiate candidate, Diploma Courses, Post Graduation Diploma Courses the University will neither issue Transfer / Migration Certificate nor there is submission required.

Amendment in Ordinance No. 3

Ordinance No. 3 as published in Madhya Pradesh Rajpatra vide notification no. R-346/cc/2012/38 Dated 11 July 2013 is amended as below .

5 (VI) Candidate who is pursuing a Degree course can take admission in a Diploma / Vocational courses of the University along with the Degree course as provided that the candidate may attend regular classes for both the degree and Diploma course and also that the university may have separate time schedule to meet the requirement.

Amendment in Ordinance No. 4

Ordinance no.4 as Published in Madhya Pradesh Rajpatra vide notification no. R-346/cc/2012/38 Dated 11 July 2013 is amended as below

Examination General

Part –I

Following Definitions shall be included after the existing namely

“Regular Candidate”(replace of old Definitions) :- means a person is admitted to a regular course of study in the university teaching Department(UTD) and /or Govt of M.P approved institution of higher learning recognized by the University or other medium for attend classes and seek admission to an examination of the university or person who has a regular course of study in the university teaching Department(UTD)or a Govt of M.P approved institution of higher learning recognized by the University or other medium for attend classes and less than 75% attendance as regular candidate but performs/attend the if required practical classes organized on weekend / Holidays in the University Teaching Department (UTD) or a University constitute unit and seeks admission to an examination of the University as such

“Mode of Study” means the Various ways of study in the University including Fulltime, Part Time Sequential, By Research ,e-learning, Interactive, Face to Face Workshop, Through Webinar, or any higher innovative technological modes adopted by the university.

“Non collegiate” means a person who seeks admission to an examination of the University otherwise than as a regular candidate or ex-student candidate.

“Recognized institution” means an Govt of M.P approved institution of higher learning recognized by the University.

“Recognized teachers” means such persons as may be recognized by the University for the purpose of imparting instructions in a college or an Institution that is constitute unit of the University

Part -II

(6) A regular candidate shall submit his/ her application form with the form fees and examination fees that shall be forwarded by the Head of the Institution/ Head of the University Teaching Department or the school of the Studies so as to reach the Authority on or before the last date prescribed for the purpose by the University.

Part -III

16 .A new sub clause VI in clause 16 shall be included after sub clause V Namely

(VI) A Candidate who has applied for Under Graduate Degree in any course will be awarded the Degree only when He / She passes the Diploma in Value of Social Responsibilities Examination once during his course curriculum. This provision is made to inculcate sense of responsibility in the candidate toward the society however no extra fee shall be charged for this diploma course.

A Candidate who has applied for a Post Graduate Degree in any course will be awarded the Degree only when He / She pass the Diploma in Disaster Management Certificate Examination once during his course curriculum. This provision is made to trained the candidates to fight and overcome the unforeseen adverse circumstances/ natural calamities however no extra fee shall be charge for the diploma course.

Amendment in Ordinance No. 5

Ordinance No. 5 as published in Madhya Pradesh Rajpatra vide notification no. R-346/cc/2012/38 Dated 11 July 2013 is amended as below .

Part-1**General**

1 clause (1) of the existing ordinance shall be substituted as below namely

(1) All arrangements and recognition of online examination center for the conduct of Entrancetest / Examination to be held by the University shall be made by the Examination Controller in accordance with such directions as may be issued by the Academic Council of the University

B. Examination controller with the approval of the Academic council can change the examination mode of Yearly/semester.

Part -IV

Exam Regulations for Engineering/Technology Courses

1. clause 3 as below shall be substituted as below namely

3. AWARD OF CREDITS AND GRADES

c. The distribution of weightage / marks for each component shall be decided by the respective of Board of Studies and approved by standing committee of Academic Council and Board of Management of the university subject to such stipulation as given under:

i. Theory

a) Mid - semester test-	20%
b) End- semester examination --	80%
<hr/>	
Total	100%

ii. Practical

a) Lab work performance, quizzes, assignments and regulatory – 40%	
b) End – semester examination	- 60%
<hr/>	
Total	100%

Amendment in Ordinance No. 11

Ordinance No. 11 as published in Madhya Pradesh Rajpatra vide notification no. R-346/cc/2012/38
Dated 11 July 2013 is amended as below .

1. clause 1 shall be submitted as below namely

- 1.0** Candidate for the degree of Doctor of Philosophy must, at the time of application, hold Master's degree in the relevant subject with at least 55% marks 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:

5% relaxation for SC/ST/Physically disabled candidates

Provided that a candidate who has at least seven years experience of research/teaching With at least five papers published in standard journals, may be permitted to get registered for Ph.D. degree, even if he/she posses minimum 50% mark at Master's degree.

2. Clause 2 shall be submitted as below namely

9.0 Course Work

(a) After having been admitted, each Ph.D student shall be required to undertake course work of one semester. The course work shall be treated as pre -Ph.D Preparation. The course work must comprise of:-

- (i) Research Methodology, which may include quantitative methods and compute application.
- (ii) Review of published research in the relevant field.

(b) The course work shall be conducted in the University Teaching Departments/ Colleges/Research centre as approved by the Vice Chancellor.

(c) A combined course work for M.Phil/and Ph.D. students may be conducted for a single/group of subjects wherever possible.

(e) A candidate shall be declared to have successfully completed the course, if he/she obtains minimum 45% passing marks separately in (a) 'i' and 'ii' above. The course work shall be evaluated by the Examiners as approved by the Vice Chancellor.

11.0 Supervisor/Co-supervisor

(a) The person recommended as supervisor/co-supervisor to guide the research scholar must be:

- (i) A Professor in a University Teaching Department of the University who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in peer reviewed standard journals of repute.

OR

- (ii) An Associate Professor or Reader in a University Teaching Department of the University who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in peer reviewed standard journals of repute.

OR

- (ii) An Associate Professor or Reader in a University Teaching Department of the University who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in peer reviewed standard journals of repute.

OR

- (iii) An Assistant Professor or lecturer of a University Teaching Department who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in peer reviewed standard journals of repute and has at least five years teaching experience after Ph.D.

OR

A Director/scientist/professor/or an equivalent cadre in an organization of State/National/International repute not below the rank of an Associate professor of the University, working as regular employee and who has published at least five papers in peer reviewed standard journals of repute.

3. After clause 28, below clause 29 shall be added namely -----

29.0 The University shall follow all the rules/regulation/directives already issued / issued from time to time by U.G.C. with regards to Ph.D. / M.Phil. Programme with the approval of Academic Council.

Amendment in Ordinance No. 12

Ordinance No. 12 as published in Madhya Pradesh Rajpatra vide notification no. R-346/cc/2012/38

Dated 11 July 2013 is amended as below .

1. clause 1 of the ordinance shall be substituted as below namely -

1. Eligibility for admission

- i. A candidate for the degree of Master of Philosophy must, at the time of application, hold a Master's degree in the concerned subject with at least 55% Marks (50% for SC/ST/Physically disabled candidates) or an equivalent grade of the university, a deemed university or other university incorporated by any law for the time being in force and recognized by the University
- ii. A candidate shall ordinarily be permitted to work for M.Phil. Degree in the subject in which he/she has obtained his/her Master's Degree.

Provided that candidate may be allowed in allied subject of interdisciplinary nature of the same faculty or of allied faculties. In such cases, the candidates may be permitted to work under one or two co-supervisors along with the supervisor.

Provided further that whether a subject is allied or not to the subject in which the candidate has done Master's degree shall be decided by the Academic council.

Clause 2 of the ordinance shall be substituted as below namely -----

2 Selection of Candidate

- (i) Candidate shall be generally admitted through an entrance test followed by an interview.
- (ii) The student who qualifies UGC/CSIR (JRF) examination NET/SLET/GATE/ Teacher fellowship holder shall be exempted from entrance test. However they have to appear Interview and allotment

(iii) (DRC)

The candidate shall have to appear before the Departmental Research committee (DRC) for an interview according to merit.

(a) Head of the Department - Chairman

(b) One Subject Expert - Member (to be nominated by the kulpati)

(c) Two subject Teacher of the Department (to be nominated by the kulpati)

- (iv) The candidate are expected to discuss their research interest/ area, choice of supervisor and co- supervisor, if any and tentative title of the dissertation.

- (v) The Committee shall finalize the list of the candidates admitted to the M.Phil, programme in the concerned subject. It shall also allot the Supervisor and Co-Supervisor, if any, and approve the title of the proposed research work. The final list should be immediately submitted to the Registrar. After the approval of the Kulpati, the list shall be notified.

While granting admission to students to M.Phil Programmes, the committee will pay due attention to the State Reservation Policy.

Amendment in Ordinance No. 31

Ordinance No. 31 as published in Madhya Pradesh Rajpatra vide notification no. R-346/cc/2012/38 Dated 11 July 2013 is amended as below .

Clause 6 under the head "eligibility" shall be substituted as below namely

Eligibility

6. Following the norms laid down by PCI the criteria for admission to the First Semester of M. Pharma.

- (a) 55% of B.Pharm marks with GPAT Score for GPAT qualified students.
- (b) 55% of B.Pharm marks for Non- GPAT students.
- (c) 50% of B.Pharm marks with minimum 2 years experience from the date of passing B.Pharm for Sponsored Candidates.
- (d) 50% of B.Pharm marks for NRI/NRI Sponsored candidates.
- (e) Any other qualification as laid down by AICTE/PCI.
- (f) Candidates belonging to SC/ST/OBC categories will get a relaxation of 5% in the qualifying marks as mentioned above.

Amendment in Ordinance No. 32

Ordinance No. 32 as published in Madhya Pradesh Rajpatra vide notification no. R-346/cc/2012/38 Dated 11 July 2013 is amended as below .

1.Subclause c clause 6 under the head Eligibility shall be substituted as below namely-----

Eligibility

6. c. Admission to NRI Candidate

Non-Resident Indian (N R I) candidates shall also be eligible for admission to M.Pharm. according to the directives of the Government of Madhya Pradesh provided they satisfy with the criterion of clause 6(a) above.

2. Sub clause (ii) of clause 7 shall be substituted as below namely

7.(ii) The University may conduct its own entrance examination for admission to its Pharmacy courses and prepare the merit list on the basis of exam result. Following the norms of Pharmacy council of India

Amendment in Ordinance No. 33

Ordinance No. 33 as published in Madhya Pradesh Rajpatra vide notification no. R-346/cc/2012/38 Dated 11 July 2013 is amended as below .

1.Clause of made be subtitled as below

1. ADMISSION:-

- 1.1 The qualifying examination for candidates in Law shall have obtained 45% marks at Bachelor level. The admission will be on merit basis and other qualification as decided by Board of Management of University for SC & ST 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. The weightage for girls shall be 5% of marks obtained in qualifying examination. Provided that the admission criteria shall be as per BCI norms.

2. EXAMINATION:-

2. sub clause 2-1 shall be substituted as below

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

3. Rules for. promotion to the next semester and higher class of 3YDC:

3.Subclause (iii) of clause 3 shall be substituted as below

(iii) 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) ATKT 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) ATKT of four papers (Theory and/or Practical) (inclusive) ATKT of two papers of LL.B. First Year) for his promotion from Fourth Semester / Second Year of LL.B. to Fifth Semester of LL.B. Final/Third year.

Amendment in Ordinance No. 46

Ordinance No. 46 as published in Madhya Pradesh Rajpatra vide notification no. R-346/cc/2012/38
Dated 11 July 2013 is amended as below .

Clause 1 shall be substituted as below

1. Duration of Course –

Diploma In Medical Lab Technician (DMLT) –	2 Year
Diploma In Laboratory Technician – Pathology-	1 Year
Diploma In Paramedical Course - E.C.G. Technician-	1 Year
Certificate in X-Ray (Radiographer Technician)-	1 Year
Certificate in Medical Lab Technology(CMLT)-	1 Year
Certificate in Health Inspector (CHI)-	1 Year
Certificate in Operation Theater Technology(COTT)-	1 Year
Certificate in Ultra Sound Technician (CUST)-	1 Year
Certificate in Ayurvedic Compounder (CAC)-	1 Year
Certificate in Mahila Ayurvedic Swashtaya -	1 Year
Karyakarta Prakshishan Patyakaram(CMASKPP)	
Certificate In Yogic Science-	1 Year
Bachelor of Physiotherapy	4 Year
Diploma In Human Nutrition	2 Year
Diploma In Blood Transfusion	2 Year
Diploma In Clinical Biochemistry	2 Year
Diploma In X-Ray (Radiographer) Technician	2 Year
Diploma In Dialysis Technician	2 Year
Diploma In Pharmacy (Ayurved)	2 Year

Ordinance No. 61
Bachelor of Technology [Agriculture] (B.Tech. {Ag.Engg.})

Course & Faculty

1. This ordinance shall be applicable to the first degree in Agriculture Engineering of four-year (eight semester) course, hereinafter called 4-YDC, shall be designated as Bachelor of Technology under the Faculty of Agriculture.
2. These programmes are offered by the Faculty of Agriculture and approved by the Board of Studies and Academic Council.
3. More Degree programmes can be offered under this ordinance on the recommendations of the Board of Studies.
4. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

5. The duration of these courses of study shall extend over four-year (eight semesters).

Intake & Fees

As Per Ordinance No. 02(Admission of student) under first ordinance of the swami Vivekanand university sagar .

Academic Year

As Per Ordinance No. 02(Admission of student) under first ordinance of the swami Vivekanand university sagar.

Eligibility

6. Candidates seeking admission to these courses must have the required qualification as prescribed by the AICTE / Competent Authority from any recognized University or an equivalent body. relaxation for SC/ST as per govt of Madhya Pradesh rules.
 - a. Admission to First Semester
 - i. Candidates who have passed Final examination of the 10+2 system with PCM/ PCB/ Agriculture conducted by any recognized Central/ State Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi, etc.
 - OR
 - ii. Final Examination of the two year course of the Joint Services Wing of the National Defense Academy
 - OR
 - iii. General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level

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

OR

- v. H.S.C. Vocational Examination

OR

- vi. Senior Secondary School Examination conducted by the National Open schooling with a minimum of five subjects

b. Admission to Third Semester (Lateral Entry to 2nd Year)

- i. Passed in Diploma examination in Agricultural engineering

OR

- ii. Passed B. Sc Degree from a recognized University as defined by UGC.
- iii. Provided that in case of students belonging to B. Sc. Stream, shall clear the subjects of Engineering Graphics / Engineering Drawing and Engineering Mechanics of the first year engineering program along with the second year subjects.
- iv. Provided further that, the students belonging to B. Sc. Stream shall be considered only after filling the supernumerary seats in this category with students belonging to the Diploma stream.
- v. Provided further that students, who have passed Diploma in Agriculture Engineering & Technology or B. Sc Degree from a recognized University as defined by UGC, shall also be eligible for admission to the second year Engineering Degree courses subject to vacancies in the first year class in case the vacancies at lateral entry are exhausted. However the admissions shall be based strictly on the eligibility criteria as mentioned in 7 (i), (ii), (iv) and (v) above.

c. Admission to NRI Candidate

Non-Resident Indian (N R I) candidates shall also be eligible for admission to B.Tech. as according to the directives of the Government of Madhya Pradesh, provided they satisfy with the criterion of clause 7(a) above.

Admission Procedure

7. Admission under these courses will be made as follows:

- (i) The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
- (ii) The University may conduct its own entrance examination for admission to its engineering courses and prepare the merit list on the basis of exam result.
- (iii) The University may prepare merit list of candidates who have applied for admission on the basis of merit list prepared by State Level / National Level Authority for admissions to B.E. (Agriculture)
- (iv) The University may prepare merit list based on clause 7(a).

- (v) List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly.
- (vi) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /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 be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (vii) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

8. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condo nation of Deficiencies

As Per Ordinance No. 05

Merit List

- 9. Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 10. Final merit list shall be declared by the University only after the main examination of the eighth and final semester for each degree, on the basis of the integrated performance of all the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Course Structure

- 11. The B.Tech / B.E. courses in semester system shall consist of:
 - i. Such courses (papers) as prescribed by the University
 - ii. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - iii. Such scheme of examination as prescribed, by the University from time to time.
- 12. The course curriculum of each course shall be approved by the concerned Board of Studies and 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 papers and /or marking scheme of the course after the due approval of Vice chancellor.

Medium of Instructions and Examinations

13. The medium of instructions and examinations shall be either Hindi or English throughout the course of study.

Maximum Duration of Completion of Course

14. A candidate has to complete the entire course of B.Tech. degree within a maximum period of eight years from the session of first admission.

Examination Centers

15. University examination centers will be notified by the university.
16. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

17. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
18. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.

Reservation .

19. As per Madhya Pradesh Government Policy & Norms will be Followed.

Ordinance No. 62**Master of Technology (Agriculture) (M.Tech [Ag.Engg.])****Course & Faculty**

1. This ordinance shall be applicable to the Post Graduate Degree of Master of Technology [Agriculture] (M. Tech [Ag.Engg]) in the concerned Subject and Faculty.
2. This ordinance shall be applicable to all the University teaching departments / Schools of this University.
3. These programmes are offered by faculty of Agriculture approved by the Board of Studies and Academic Council.

Duration

4. Master of Technology [Agriculture Engg.] shall be a full time Degree Programme. The duration of the course shall be of four semesters (Two years).
5. The candidate registered for Master of Technology [Agriculture] programme shall not be permitted to join any other programme /course of this or any other university.

Intake & Fees

As Per Ordinance No. 02(Admission of student) under first ordinance of the swami Vivekanand university sagar .

Academic Year

As Per Ordinance No. 02(Admission of student) under first ordinance of the swami Vivekanand university sagar .

Eligibility

6. Every applicant for admission to the First Semester of M. Tech [Ag.Engg] must have passes B. Tech [Ag.Engg]. Relaxation for SC/ST as per govt of Madhya Pradesh rules.

Admission Procedure

7. Admission under these courses will be made as follows:

- (a) The University will issue admission notifications and process as per it's convince at the time of admission 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 students 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 as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /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 be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (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 cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - (i) The candidate does not fulfill the eligibility conditions.
 - (ii) The prescribed fees is not enclosed.
 - (iii) The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - (iv) Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

8. The Post Graduate Degree of Master of Pharmacy leading to the Degree of Master of Technology [Agriculture] (M. Tech [Ag.]) shall consist of:
 - a. Such courses (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 prescribed, by the University from time to time.
9. The course curriculum of each course shall be approved by the concerned Board of Studies and 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 papers and /or marking scheme of the course after the due approval of Vice chancellor.

Medium Of Instructions And Examinations

10. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05(Conduct of examination) under first ordinance of the swami Vivekanand university sagar .

Maximum Duration of Completion of Course

11. A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

Examination Centers

12. University examination centers will be notified by the university.
13. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

14. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
15. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.

Reservation .

16. As per Madhya Pradesh Government Policy & Norms will be Followed.

ORDINANCE NO. 63

CERTIFICATE, DIPLOMA, VOCATIONAL CERTIFICATE, VOCATIONAL DIPLOMA &
VARIOUS SKILLS DEVELOPMENT COURSES

1. Preamble

University shall impart various courses in certificate, diploma, vocational certificate, vocational diploma & various skills development courses 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.

2. Course & Faculty

(a) This ordinance shall be applicable to the certificate, diploma, vocational certificate, vocational diploma & various skills development trades and skills. These programmes are offered by concerned faculty approved by Academic Council. List of courses are as per Ordinance No. 1, courses of Different Sector Skill Councils like Automotive Skills Development Council, Security Knowledge And Skill Development Council, Retailers Association's Skill Council of India, Media & Entertainment Skill Council, IT – ITeS Sector Skill Council, Health Care Sector Skill Council, Rubber Sector Skill Council, Gems & Jewellery Skill Council of India, BFSI Sector Skill Council of India, Leather Sector Skill Council, Electronics Sector Skills Council, Food Industry Capacity and Skill Initiative, Telecom Sector Skill Council, Agriculture Skill Council of India, Logistics Sector Skill Council, Indian Plumbing Sector Skill Council, Capital Goods Skill Council, Construction Skill Development Council of India, Life Sciences Sector Skill Council, Indian Iron & Steel Sector Skill Council, Aerospace & Aviation Sector Skill Council, Skill Council for Mining Sector, Power Sector Skill Council, Apparel, Made - ups and Home Furnishings Sector Skill Council, Beauty & Wellness Sector Skill Council, Textile & Handloom Sector Skill Council, Handicrafts & Carpets Sector Skill Council, Tourism & Hospitality Sector Skill Council, Construction Equipment Sector Skill Council, Sports, Physical Education, Fitness and Leisure Skill Council, Management and Management Services Skill Council of National Skill Development Corporation, courses of Madhya Pradesh Council for Vocational Education and Training (MPCVET) and State Skill Development Corporation.

3. Duration

The Duration for the courses will vary from 03 months to 24 months as per Ordinance No 01 or Different Sector Skill Councils of National Skill Development Corporation or MPCVET or State Skill Development Corporation.

4. Intake & fees

As Per Ordinance No. 02(Admission of student) under first ordinance of the swami Vivekanand university sagar.

5. Courses and Eligibility

The Eligibility of candidates for different courses will be as per ordinance No.1 or Different Sector Skill Councils of National Skill Development Corporation or MPCVET or State Skill Development Corporation.

6. Admission Procedure

Admission under these Courses 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. Hoardings will be used for attracting Students and other stake holders.
- 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.
- d) 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, wherever required
 - Supporting documents for admission are not enclosed.
- e) Enrollment/ Registration number will be assigned to the student by the University after verification & submission of all the necessary document /fees.
- f) 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

100%

- 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 requires submitting 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 if the University for evaluation.
- f) Facilities of Apprenticeship Training will be provided under Apprenticeship Act and Students would be placed in industry for hands on practice and work experience.

8. Medium of Instruction and Examination

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

9. Examination Scheme

- (a) *Each* Student shall have to appear in the examination of theory/ practical/workshop practice 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%
- (b) 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.

10. 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 43%

Third Division

11. 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.

Reservation .

12. As per Madhya Pradesh Government Policy & Norms will be Followed

Ordinance No. 64 B.Tech & M.Tech Under INDUSTRIAL INTEGRATED PROGRAMS

In view of the upcoming trends and technological up gradation where communication has bridged the gap of distances and students wants to upgrade their knowledge and skills along with their job so as to upgrade their technical standard

For such students who fulfill the basic eligibility criteria and are part of Industry/Company/Institution apply for a course in the university for up gradation to higher degree, the university will sign an MOU with an Industry/Company/Institution where the student will be provided with practical classes as per the university course curriculum and attendance of which will be maintained by the recognized teachers identified by the university.

Such students will be provided a Learning System approved by academic council of the University for Theory classes.

Course & Faculty

For All Faculty and Courses Technical or non Technical, Under Graduate & post Graduate course in which Industrial Integrated Programs are applicable and conducted by the University

Duration

As per the University Ordinance of the Specific Course

Intake & Fees

As Per Ordinance No. 02(Admission of student) under first ordinance of the swami Vivekanand university sagar .

Academic Year

As Per Ordinance No. 02(Admission of student) under first ordinance of the swami Vivekanand university sagar .

Eligibility

As per the University Ordinance of the Specific Course

Admission Procedure

16. Admission under various courses will be made as follows:

- a. The University will issue admission notifications and process as per it's convince at the time of admission 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 students 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 as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /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 be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 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 cancelled.
- e. The application form may be rejected due to any of the following reasons :
 - (i) The candidate does not fulfill the eligibility conditions
 - (ii) The prescribed fees is not enclosed.

- (iii) The application form is not signed by the candidate and his/her parent guardian, wherever required.
- (iv) Supporting documents for admission are not enclosed.
- f. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- g. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05(Conduct of Examination) under first ordinance of the swami Vivekanand University sagar .

Medium Of Instructions And Examinations

The medium of instructions and examinations shall be either Hindi or English.

Maximum Duration of Completion of Course

As Per Ordinance No. 03(Registration of student and there admission to the courses) under first ordinance of the swami Vivekanand University sagar .

Examination Centers

University examination centers will be notified by the university.

General

1. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
2. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.

Reservation .

- 1.As per Madhya Pradesh Government Policy & Norms will be Followed.

ORDINANCE NO.65**Bachelor of Education [B.Ed. {Special Education}]**

The Ordinance shall be applicable for the award of Bachelor of Education (B.Ed) degree in M.R., V.I. and H.I.

1. The Duration of Degree of Bachelor of Education of the University shall spread over one academic year.
2. The Maximum Duration to complete the entire Degree of Bachelor of Education shall over two year.

3. A Person who has obtained a Bachelor's degree of the University or a degree recognized as equivalent therefore for the purpose, securing in, at least 50% marks (5% relaxation for SC/ST as per govt. rules) or a grade/standard equal to it shall be eligible for admission to the course leading to the Examination for the Degree of Bachelor of Education

Provided that the Vice Chancellor may, with a view to maintain a uniform standard, prescribe such further tests, written, oral on both for selection of candidates for admission to the B.Ed, class in Colleges or in Teaching Department of University, as deemed necessary.

4. 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.

Provided further that all norms with respect to admission eligibility and teaching laid down by RCI shall be followed.

5. Candidates intending to present themselves at the examination shall submit through the HOD of the University, 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, viz: Certificates.

- (i) Of good conduct
- (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

6. (a) The examination shall consist of two parts , namely :-

- (i) Part I – Theory
- (ii) Part II - Practical and sectional.

(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 after end of teaching days satisfying the criteria 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 per decision of Board of Management of the University

Division

7.

- (a) Examinees obtaining 50% or more but less than 60% marks shall be placed in Second division.
 - (b) Examinees obtaining 60% or more marks shall be placed in First division.
8. The Principal of a College providing courses of B.Ed. degree shall send the statement of marks obtained by the students of his college in theory & practical to the Registrar

Supplementary of Examination

- 9. Candidates who are eligible to appear as supplementary candidates under the provision shall have to clear the supplementary in next three attempts immediately
 - (a) 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. The Vice Chancellor may condone the deficiency of one mark in case a candidate failing or missing a division by one marks subject to the condition that where the deficiency of one mark is so condoned it shall nowhere
- 11. The Registrar of University shall as soon as possible after the examination but not later than the 60th day from the date when the theory examination was completed publish the results of the examination by announcing the roll nos. and names of successful candidates.
- 12. In the notification declaring results 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. 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/Dean of the Schools. The decision of the Vice-Chancellor shall be final.

Examination Centers

- 14. University examination centers will be notified by the university.

General

15. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
16. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
17. In case of any dispute/ambiguity, the ruling of the Vice Chancellor and M.P. Govt. shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.

Reservation .

18. As per Madhya Pradesh Government Policy & Norms will be Followed

ORDINANCE NO. 66**Diploma in Education D.Ed.{Special Education}**

This Ordinance shall be applicable to candidates admitted to D.Ed (Special Education) for M.R., V.R. and H.I.

1. ADMISSION:-

A candidate who passed 10+2 examination with 50% marks or any other equivalent examination shall be eligible for admission. 5% relaxation for SC/ST as per govt of Madhya Pradesh rules.

2. The Duration of Degree of Diploma of Education of the University shall spread over Two academic year.
3. The Maximum Duration to complete the entire Degree of Diploma of Education shall over four year.
4. The fees shall be As Per Ordinance No. 02(Admission of student) under first ordinance of the swami Vivekanand university sagar
5. For both the First Year and Second Year examination a candidate will be declared successful if she/he obtains at least 50% of the aggregate mark in all subject. The examinee must pass separately in both theory and practical No division will be assigned for. the result of the First Year examination. The division in which a candidate is placed shall be determined on the basis of aggregate of marks obtained in both the D.Ed (Special Education). First Year and Second Year Exams.
6. Successful candidate who obtain 60% or more of the aggregate shall be placed in the first division. Those obtaining less than 60% but not less than 50% will be placed in the Second division. Candidates obtaining less than 50% will be declared failed.

7. The details of courses for 2 year D.Ed (Special Education), will be decided by Board of Management on the recommendation of Board of Studies & Academic Council.
8. The other rules regarding attendance, examination, etc maximum duration of course will be as per Ordinance of University from time to time for this purpose. Provided further that all the norms laid down by R.C.I. shall be followed.
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 Dean/Directors of the Schools. The decision of the Vice-Chancellor shall be final.
10. University examination centers will be notified by the university.
11. For matters not covered in this specific ordinance general rules and regulation of SVN University and RCI rules regarding specific courses are applicable.
12. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
13. In case of any dispute/ambiguity, the ruling of the Vice Chancellor and M.P. Govt. shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.

Reservation .

14. As per Madhya Pradesh Government Policy & Norms will be Followed

ORDINANCE NO. 67**Degree Of Master Of Education (M.Ed.{Special Education})**

The Ordinance shall applicable for the award of Master Of Education (M.Ed.) in M.R.,V.I. and H.I. Course.

1. Eligibility for admission

- i) A person who has passed examination of Bachelor Degree of University and has hereafter passed B.Ed. {Special Education} with 50% from this university or any recognized University, shall, be eligible for admission to the examination for the degree of Master of Education.
- ii) Relaxation of 5% for SC/ST candidates as per government norms.
- iii) The candidate shall be granted admission according to approved rules of the University.

2. Duration of the course

The courses of Instructions for the Degree of Master of Education (Special Education), Regular courses of this University shall be of one academic year.

3 Maximum Duration of Completion of Course

1. A candidate has to complete the entire the Degree of Master of Education (Special Education), within a maximum period of Two years from the session of first admission.

Mode of Instruction

- i) The course of study shall include learning and teaching through Regular mode.
- ii) Instructions shall be imparted through lecture,tutorial,demonstration programmes, supplemented with written assignments and Projects, 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 feedback and with 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 SVN University.

ii) The following shall be the scheme of examinations:

Part I- Theory (five papers)	500 marks,
written assignments	100 marks.
Part II-Dissertations	100 marks
Viva Voce	100 marks
Total	800 marks

iii) Details of the scheme are as follows

Scheme of Examination

(A) Part 1- Theory

Paper	Written Assignment	Theory Max.	Marks Min.	Passing Marks Assignment	Passing Marks Theory	Total Minimum Marks
I	20	100	120	10	40	50
II	20	100	120	10	40	50
III	20	100	120	10	40	50
IV	20	100	120	10	40	50
V	20	100	120	10	40	50
TOTAL	100	500	600	50	200	250

(B) Part II

Dissertation	100	100	50
Viva Voce	100	100	50
Total	200	200	100

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:

I Division	60% & above
II Division	50 % & less than 60%

- 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 1 & 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.
- viii) 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 SVN 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 for the purpose of results at the subsequent examination.

7. Fees of the course

As Per Ordinance No. 02(Admission of student) under first ordinance of the swami Vivekanand university sagar

8. 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 R.C.I. may be the binding to the University

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 and M.P. Govt shall be final.

Reservation

10. As per Madhya Pradesh Government Policy & Norms will be Followed.

भाग ४ (ग)
अंतिम नियम
उच्च शिक्षा विभाग
मंत्रालय, वल्लभ भवन, भोपाल
प्रथम परिनियम

Bhopal, the 9th February 2015

No. R-449-CC-2015-XXXVIII.—WHEREAS, pursuant to the procedure specified in Section 26 of Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Adhiniyam, 2007 (No. 17 of 2007), the Sarvepalli Radhakrishnan University, Jatkhedhi, Bhopal (M.P.) has made the following First Statute No. 01 to 37;

NOW, THEREFORE, in pursuance of Section 35 (3) of the said Act the State Government, hereby publish the said First Statutes in the official Gazette. The First Statute of the University shall come in to force from the date of notification.

First Statute No. 01 to 37

By order and in the name of the Governor of Madhya Pradesh,
 LALIT DAHIMA, Dy. Secy.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

STATUTE - 01

SHORT TITLE, SCOPE AND COMMENCEMENT

(1) The "Statutes" means the Statutes of Sarvepalli Radhakrishnan University (SRKU), Bhopal, Madhya Pradesh.

(2) These Statutes shall come into force with effect from the date of the notification in the state Gazette by State Government.

(3) The Statutes are in conjunction with the provisions of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007, as amended from time to time. 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, if any shall be applicable from the date of publication in the official Gazette of the M.P. State Government.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

STATUTE -02

DEFINITIONS

In this statutes unless the context otherwise required

1. "Act" means the "Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 (no.17 of 2007) as amended from time to time.

2. "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.

3. 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.

4. "Board of Studies" means the Board of Studies of the Sarvepalli Radhakrishnan University (SRKU) Teaching Departments/Faculties.

5. "Board of Management" means the Board of Management of Sarvepalli Radhakrishnan University (SRKU)

6. "Chancellor" Means the Chancellor of the Sarvepalli Radhakrishnan University (SRKU)

7. "Chief Finance and Accounts officer" means the chief finance and accounts officer of the Sarvepalli Radhakrishnan University (SRKU).

8. "Convocation" means the convocation of the Sarvepalli Radhakrishnan University (SRKU)

9. "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 Sarvepalli Radhakrishnan University (SRKU)

10. "College" means an institution situated as a constituent unit in the main campus and maintained by the Sarvepalli Radhakrishnan University (SRKU) under the provisions of these statutes.

11. "Decided, by the University/ University may decide/Decision of the University" means as decided by the Vice-Chancellor with approval of the chancellor.

12. "Employee" means any person appointed by the Sarvepalli Radhakrishnan University (SRKU) and includes teachers and other staff of the University.

13. "Faculty" means Faculty of the Sarvepalli Radhakrishnan University (SRKU) listed in relevant Statute.

14. "Governing Body" means Governing Body of Sarvepalli Radhakrishnan University (SRKU).

15. "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 Sarvepalli Radhakrishnan University (SRKU).

16. "Principal" means the Head of a constituent College and includes, when there is no Principal.

17. "Regular Education" means delivering instructions, teaching, learning, education, and related activities directly by the teacher synchronously to students in the classes supported by teaching, learning and related activities on line from the campus to the regular students of the Sarvepalli Radhakrishnan University (SRKU).

18. "Regulation" means regulation of the Sarvepalli Radhakrishnan University (SRKU).

19. "Regulatory commission" means regulatory commission constituted by Stat Government under section 36 of the Act.

20. "Rules" means Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Rules 2008", as amended from time to time.

21. "Scheme and Curriculum" means and includes nature, duration, pedagogy syllabus, eligibility, and such other related details (by whatever name it may be called) for the concerned course(s) of the Sarvepalli Radhakrishnan University (SRKU).

22. "Seal" means the common seal of the Sarvepalli Radhakrishnan University (SRKU).

23. "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.

24. "Scheduled Tribes" means the Scheduled Tribes specified in relation to this State under Article 342 of the Constitution of India.

25. "Scheduled Castes" means the Scheduled castes specified in relation to this state under Article 341 of the Constitution of India.

26. 'Statutes', 'Ordinances' and 'Regulations' means the Statutes, Ordinances and Regulations of the University as the case may be, in force for the time being.

27. "School of Studies" means a constituent institution situated in the main campus & maintained by the Sarvepalli Radhakrishnan University (SRKU) as place for higher learning and research.

28. "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 institution in the campus maintained by the University.

29. "University" means Sarvepalli Radhakrishnan University (SRKU)

30. "Vice-chancellor" means the Vice-Chancellor of University.

31. "Visitor" means the Governor of state.

32. Words and expression used but not defined in these Statutes shall have the same meaning as assigned to them in the Act.

33. 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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

STATUTE - 04

OBJECTIVES OF THE UNIVERSITY

The following shall be objectives of the Sarvepalli Radhakrishnan University (SRKU).

- To offer right of education to all students, belonging to rural background or/& of different caste, sex or creed.
- To offer job oriented course to the youth of country, in order to promote self-efficiency.
- To create, state of Art facilities, for research in Technology & Medical Sciences.
- To create atmosphere of sharing & dissemination of knowledge, with individuals & at professional fronts.
- To create higher level of intellectual abilities in students, by creating Centre of excellence.
- To follow the standard of University Grants Commission & other Regulatory bodies for conducting Degree, Diploma, Certificate & other academic distinctions.
- To pursue, any other objectives, as may be approved by State Government, based on recommendations of Regulatory Commission, from time to time.

To enlighten youth & promote socio-economic power of region, increasing Gross Enrollment Rate above National level, contributing in the growth of Country.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL**STATUTE -05****APPOINTMENT, TERMS AND CONDITIONS, DUTIES 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. (RKDF Education Society,) Bhopal for a period of five years with the approval of the Visitor. 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 approval, Chancellor shall be appointed by the Sponsoring Body.

(2) The Chancellor shall be the Head of the University.

(3) 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.

(4) The Chancellor shall exercise powers as specified in Section 16 clause 4 of the Act and powers provided in statute or Ordinance of University.

(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 him/her is reappointed or his successor enter upon his office, provided that the period shall not exceed more than six months.

(6) In case of any emergency like illness, absence or death of the Chancellor, the Vice-Chancellor shall perform his duties till the Chancellor reassumes 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 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, as per provisions of section 17 of the Act;
- (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 if passed by two third of majority, can recommend the visitor for the removal of chancellor.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -06
APPOINTMENT, TERMS AND CONDITIONS, DUTIES 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 sub-section (I) 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.

(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, as per the provisions of Section 17(5), of the act.

(6) The Vice-Chancellor appointed under section (1) 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.

(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.

(8) 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 made default 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

(iii) 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.

(iv) Provided that no such order shall be passed unless the particulars of the grounds on which such action is proposed to be taken are communicated to the Vice-Chancellor and he is given a reasonable opportunity of showing cause against the proposed order.

(9) 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.

(10) 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, Pro Vice-Chancellor 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 this period shall not exceed more than six months.

(11) 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.

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.

(12) 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.

(13) The Vice-Chancellor may by writing addressed to the chancellor resign his office.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE - 07

APPOINTMENT TERMS & CONDITIONS AND POWERS, DUTIES OF THE REGISTRAR

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) One 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 would 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.

(6) If a suitable candidate is not found in the first advertisement, subsequent advertisement shall be issued. 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

TERMS AND CONDITIONS OF SERVICE, POWERS 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 perform such 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 the Registrar shall be given an opportunity of being heard.

DUTIES OF REGISTRAR

Duties 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 shall not have a right to vote.

(3) 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.

(4) 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 M.P. State University Regulatory Commission /Chancellor/Vice-Chancellor may desire from time to time.

(5) He shall discharge all such functions as assigned to him by the Chancellor of the University.

(6) The Registrar shall have powers to take disciplinary action against the non-teaching employees working in the University and can suspend them, pending inquiry with the approval of the 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) 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.

(18) The Registrar shall have the powers to enter into and sign, agreements and authenticate records on behalf of the University.

(19) The Vice-Chancellor shall have power to take disciplinary action against Registrar 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.

(20) 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.

(21) 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.

(22) The Registrar may by writing under his hand addressed to the 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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

STATUTE - 08

APPOINTMENT, TERMS AND CONDITIONS, POWERS AND DUTIES OF THE CHIEF FINANCE & ACCOUNTS OFFICER (CFAO)

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.

THE APPOINTMENT OF CHIEF FINANCE AND ACCOUNT 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 - Pro Vice Chancellor
- (iii) Two finance Expert member approved by the Governing Body
- (iv) One Observer nominated by the Chairman, M.P. University Regulatory Commission
- (v) Nominee of the Sponsoring Body

Provided that the first CFAO will be appointed by Chancellor for a period two years.

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) The selection committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Chancellor. The committee shall consist of:
 - (i) Vice Chancellor - Chairman
 - (ii) Nominee of the Chancellor
 - (iii) Nominee of the Sponsoring Body
 - (iv) Two expert members approved by Governing Body
 - (v) One observer nominated by Chairman Regulatory Commission
- (5) If a suitable candidates is not found in the first advertisement subsequent advertisement shall be issued.
- (6) 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 purpose.
- (7) If at 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 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.
- (8) The Services of the CFAO can be terminated by the Chancellor on the recommendation of the Vice-Chancellor by giving him one month's notice or one month's salary in lieu of notice.

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 Chancellor.
- (2) Term of CFAO will be of four years

DUTIES OF CFAO

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 they 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 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.

Chief Finance & Accounts Officer Shall also perform following duties as directed by Chancellor, Vice-Chancellor and Board of Management

(1) Collect the income, disburse the payments and maintain the accounts of the University.

(2) Hold and manage the properties and investments of the University, including trust and immovable properties for fulfilling any of the objects of the University.

(3) 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.

(4) 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.

(5) Keep a constant watch on cash and bank balances and investments.

(6) 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.

(7) Watch the progress of collection of revenue and advice on the methods of collection of revenue.

(8) Bring to the notice of the Vice-Chancellor any unauthorized expenditure or other financial irregularities, and suggest appropriate action against persons at fault.

(9) Call from any office of the University, any information or reports that he may consider necessary for the performance of his functions.

(10) The CFAO shall supervise, control and regulate the working of accounts & finance of the University and ensure the receipt of funds and it's utilization as per section 12& 13 of Act.

(11) The CFAO may by writing under his hand addressed to the Chancellor, resign his office giving three month notice or three month salary in lieu of notice.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE - 09
GOVERNING BODY OF THE UNIVERSITY
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
- (iii) Three eminent persons nominated by the sponsoring body out of which at least one shall be an eminent educationist;
- (iv) Three distinguished persons nominated by the Visitor out of a panel of six names submitted by the state Government;
- (v) One representative of the State Government not below the rank of Deputy Secretary.
- (vi) Registrar - Member Secretary.

(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-Officer 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 all such powers as are 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, with at least one member nominated by the State Government.
- (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) In the interest of University, the Chancellor has the power to approve any matter related to University, subject to ratification in next Governing body meeting.
- (xi) All the matter to be placed for Governing body meeting should be first approved by the Chancellor

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -10
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
- iii. Two representative nominated by the State Government
- iv. Two senior most Professors of the University, by rotation and
- v. Two senior most Teachers of University, other than the Clause (IV), by rotation.
- vi. Registrar - Member Secretary

The Board of Management shall be constituted with the approval of Chancellor.

(3) The Vice-Chancellor shall be the Ex-officio Chairperson of the Board of Management.

(4) The Board of Management shall meet at least once in every two months.

(5) The term of the nominated members of the Board of Management will be of Three years.

(6) No nominated member shall hold office for more than two consecutive terms.

(7) The quorum for meeting of the Board of Management shall be at least five members with at least one member appointed by the State Govt.

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, Assistance 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 unexpended 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 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 the 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, Pro-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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL**STATUTE -11****ACADEMIC COUNCIL - POWER, DUTIES AND FUNCTION
CONSTITUTION, POWERS, DUTIES AND FUNCTION OF THE ACADEMIC COUNCIL**

The Academic Council shall be Principal Academic Body of the University which shall consist of not more than fifteen members and shall, subject to the provisions of the section 24 of Act,

- (1) The Academic Council shall be the principal academic body of the University
- (2) The Academic Council shall consist of the following members:

(a) Vice-Chancellor	—	Chairman;
(b) Registrar	—	Member Secretary
(c) Deans and Heads of Departments as per their Seniority	—	Member
(d) Three Senior most Professors of the University Teaching Departments nominated by Chancellor;	—	Member
(e) Two Professors from the State /Central Government Universities nominated by The Chairman Regulatory Commission;	—	Member
(f) Two representative from amongst the Scientist/ Educationists/Technologists /Industrialist nominated by the Chancellor Member Provided that the total membership of the Academic Council shall not exceed to fifteen members at any time.	—	Member

(3) The Vice-Chancellor, as the Chairman, shall preside over the meetings of the Academic Council, but he shall not have the right to vote and in his absence other person nominated by the Chancellor shall preside over the meeting.

(4) 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. The Registrar will have no voting rights.

(5) 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.

(6) The Term of the nominated members of the Academic Council shall be of three years.

POWERS, DUTIES & FUNCTIONS OF 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 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 for allocating departments to the faculties.
 - (8) To make proposals to the Governing Body 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 handicap 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 make recommendation if any matter referred to by Chancellor.
 - (20) 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.
 - (21) The Academic Council shall exercise such other power and perform such other duties as may be prescribed from time to time by the Chancellor.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -12
FINANCE COMMITTEE

(1) No decision involving financial implications shall be taken by any authority of the University without prior concurrence of the Finance Committee.

(2) The 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 the Sponsoring Body.	:	Member

(3) The tenure of the members of the finance committee, other than ex-officio members, shall be of three years.

(4) The Finance Committee shall meet at least twice in each academic year.

(5) 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.

(6) The Finance Committee shall be control the all financial matter of the University.

(7) The Finance Committee executes powers under the rules mentioned in Statutes, Ordinance, and Regulations of University.

(8) The Finance Committee shall review the income and expenditure of the University in every financial year.

(9) The Finance Committee shall approve the annual Budget before starting the every financial year and modified and sanctioned as from time to time as per requisition of the different authority or officers of the University after the approval of chancellor.

(10) 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

(1) The Finance Committee shall consider the annual estimates of income and expenditure of the University prepared by the Board of Management and shall put up to the Governing Body for its consideration and approval.

(2) 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.

(3) 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.

(4) The Finance Committee may recommend mechanism, ways and means to generate resources for the University.

(5) The Finance Committee may consider any other matter referred to it by the Governing Body and make its recommendations thereon.

(6) The Finance committee shall advise the Governing Body on any question affecting University finances.

(7) 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

.SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

STATUTE - 13

STANDING COMMITTEE -FUNCTION & RESPONSIBILITIES

The Standing Committee of the University shall consist of following—

(i)	Vice-Chancellor	Chairperson
(ii)	Pro Vice Chancellor	Deputy Chairperson
(iii)	Registrar	Member Secretary
(iv)	Chief Finance Account Officer	Member
(v)	Deans of all Faculties of the University	Member
(vi)	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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -14
EXAMINATION AND RESULT COMMITTEE

(1) The Examination and result committee which will be valid for three years for 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 |

(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 from the Vice Chancellor.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -15
FACULTIES

(1) The University shall include the following faculties:

1. Faculty of Science
2. Faculty of Education
3. Faculty of Commerce
4. Faculty of Management
5. Faculty of Engineering and Technology
6. Faculty of Computer Sciences & Application
7. Faculty of Arts
8. Faculty of Law
9. Faculty of Dental
10. Faculty of Medical Sciences
11. Faculty of Ayush
12. Faculty of Pharmacy
13. Faculty of Vocational studies
14. Faculty of Architecture & Planning

(2) The faculties will organize under graduate and Post graduate Degree, Diploma and Vocational Courses

(3) Provided that other Faculties as may be approved by the Chancellor on the recommendation of the Academic Council shall be added from time to time.

(4) Each Faculty shall have such department as may be assigned to it by the Academic Council of the University.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -16
DEANS OF FACULTIES

Dean of Faculty

There shall be a Dean for each Faculty. The Deans shall be appointed by the Chancellor on the recommendations of the Vice Chancellor from amongst the Professors in the University for three years and they shall be eligible for re-appointment.

Provided that:—

(1) If there no Professor, Associate Professor/ Reader according to seniority may act as Dean. 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.

(2) The Dean shall be responsible for overall supervision and control of the Faculty and the conduct of teaching and research work in the Departments comprised in the Faculty.

(3) The Dean shall exercise such other powers and perform such other function and duties as may be assigned to him by the Governing Body or the Vice-Chancellor.

(4) Professor or Associate Professor shall have the option to resign the Deanship at anytime during his tenure and also decline the offer of appointment in turn as Dean of the Faculty.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -17
CONSTITUTION OF FACULTIES

Each Faculty shall consist of the following members namely:

- | | | |
|--|---|----------|
| (1) The Dean of the Faculty who shall be the Chairman. | — | Chairman |
| (2) The Heads of Departments of Study in the Faculty. | — | Member |
| (3) All Professors in the Faculty | — | Member |
| (4) One Associate Professor and one | — | Member |

Assistant Professor, by rotation according to Seniority, from each Department in Faculty. (For three years)

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -18
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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE - 19
BOARD OF STUDIES

- (1) There shall be a Board of Studies for Subject comprising of all the teachers of the concerned subject and two members to be nominated and co-opted by the Department from outside university, from academia/Industries, after approval of Vice-Chancellor from amongst the panel of five persons.
- (2) The Head of the Department shall be the Chairman of the Board of Studies provided that the term of the Chairman shall be of three years. If there are more than one Subject in the department the senior most Professor/ Associate Professor shall be the chairman of Board of Studies of 1 subject in accordance to with clause (1) above.
- (3) The term of the Co-opted members of the board of studies shall be of three years.
- (4) The Vice-Chancellor may constitute a Board of Studies for the subject to be introduced by the university as and when required.
- (5) Detailed Syllabus of the different courses of the department shall be prepared by Board of Studies.
- (6) Contents of the Syllabus shall be revised and updated by the Board of Studies from time to time and be submitted to the Academic Council for its approval.
- (7) Board of studies meeting shall be convened at least once in a year.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -20
STUDENTS COUNCIL

- (1) The students council shall mainly function as a forum for getting feedback on the students issues and their welfare.
- (2) The Vice-Chancellor shall appoint 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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -21
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 occurs 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.

(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:

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|-------|--|----------|
| (i) | The Vice-Chancellor | Chairman |
| (ii) | One observer, not connected with the University in any manner, to be nominated By the Chairman, M.P. 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 |

(7) 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.

(8) After the Selection committee's recommendation and approval by Governing Body, appointment letters will issued by the Registrar to the selected candidates.

(9) 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.

(10) 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 /any other relevant Regulatory body the committee as (1) above, shall comply with the conditions mentioned in 7(1) of this statute, 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.

(11) (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 shall be determined in accordance with the length of continuous service in the cadre immediately below, if any

- (b) If after calculation in accordance with above the seniority of two or more teachers in any cadre is equal, their seniority shall be determined in accordance with the length of continuous service in the cadre, if any, immediate below the cadre considered under above.
- (c) If after calculation in accordance with the foregoing provisions to the extent possible, the seniority of two or more teacher in any cadre is equal, their seniority shall be determined by the total period of continuous service as a teacher in any cadre.
- (d) 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.

(12) The retirement age of a teacher shall be as per Regulatory Bodies, UGC, AICTE, MCI, BCI etc. norms and no one shall withhold official position after retirement. However, they can continue for teaching purpose, as per norms of UGC/ other regulatory bodies.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -22
CATEGORIES OF THE NON-TEACHING EMPLOYEES

(1) The following types of non-teaching employees shall be appointed by the University

- (i) Permanent/Probationary employees
- (ii) Contractual employees
- (iii) Casual employees

(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 a muster Roll.

(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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -23
OTHER OFFICERS OF THE UNIVERSITY

(1) The following shall be the other Officers of the University:

(i) Controller of Examination:

- (a) 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.
- (b) 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.
- (c) The Controller of Examination shall control the conduct of examination and all other arrangements necessary therefore and execution of all processes connected therewith and ancillary thereto.

(ii) Librarian

The Librarian shall 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) The powers and responsibilities of the Controller of Examination and Librarian shall be as decided by the Board of Management of the University.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

STATUTE - 24

CONFERMENT OF HONORARY DEGREES AND ACADEMIC DISTINCTIONS

- (1) (i) 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.
- (ii) 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.
- (iii) 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.

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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

STATUTE -25

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; subject to approval of the Regulatory Commission.

- I. Prospectus/ Registration form fee
- II. Admission fee (Where applicable)
- III. Tuition fee for the course
- IV. Examination fee
- V. Library fee
- VI. Development/amalgamated fund

VII. Laboratory fee

VIII. Caution money

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, Exam Admit Card, 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.

(4) Direction of various regulatory Body viz; MIC, DCI, UGC will be the binding on the University

(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 conserving session.

(6) All fee subject to approval of the Regulatory Commission as per provision of Section 36(10)(b) of the Act.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

STATUTE -26

ENDOWMENTS: STUDENTS AWARDS

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 character.

2. Subject to the provisions of Section 12 & 13 of the Act, 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 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.

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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

STATUTE - 27

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 Convocation.

(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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -28
ADMISSION OF STUDENTS AND COURSE FEES.

(1) Admission process and intake to various courses shall be as approved the Governing Body, which shall be in accordance with guidelines given by Regulatory Body. The number of seat in each course shall be in conformity of relevant Regulatory Body such as AICTE, UGC, MCI, BCI, NCTE etc.

(2) The University will conduct its own entrance test for all the programs or utilize the list of result of such examination/ test conducted by different State/ National/ Professional Bodies. Admission in the university shall be made strictly on the basis of merit or by the order of dean.

(3) 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.

(4) The admissions in Medical, Dental & other courses related to Health Sciences shall be made according to the directions issued by Medical Education Department, Government of MP/MCI/DCI / INC & other Regulatory Bodies from time to time. .

(5) The course fees will be decided by board of Management as per provision of the Act & guidelines/ recommendations of regulatory body/state governments/any other agency appointed for the purpose, subject to the provision of section 36(10b) of the act.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE NO - 29
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 prepared under Sub-section (1) shall be presented to the Visitor and to the M.P. State University Regulatory Commission after its approval by the Governing Body.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE - 30

RESIGNATION

Any resignation tendered by any employee shall be processed as per the statutes Regulations prescribed for the purpose.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -31
ACTION AGAINST TEACHERS

If there in an allegation of misconduct against a teacher, the Vice Chancellor shall constitute a fact finding committee and if necessary based on the basis fact finding committee recommendations, may institute an inquiry committee for the purpose:

(1) 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.

(2) Any person aggrieved by the action mention in clause (1) may prefer an appeal against any action can be made 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.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE - 32
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 will be final
 An appeal against any action can be made to the Chancellor within 30 days from the date passing such order and the decision of Chancellor will be final.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -33
APPOINTMENT OF EXAMINERS

(1) In this Statute :

- (i) "Internal Examiner" means 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.
- (ii) "External examiner" means an examiner other than "internal examiner" from outside the University.
- (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 subject wise list of names of Teachers/ scientist from Various Universities /Scientific organizations qualified for appointment as examiners.

(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) Experience as examiners.
- (4) The Registrar's/Controller of examination's office shall also give the Examination committee the approximate number of candidates expected to appear at each.

(5) The list so prepared shall be made available to the Examination committee which shall make the following Recommendations:—

- (i) A panel of three names for the appointment of the paper setter of 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 in each subject.

(6) 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.

(7) 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.

(8) 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, BCI, INC , PCI etc.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE - 34
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 Proctor(s)
- (v) All Wardens of the Hostels
- (vi) One of the two students nominated by the Vice-chancellor from amongst the student members of the Board Of Studies

(2) 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.

(3) Any violation of the Code of conduct or breach of any rule or regulation of the University by any students shall be records as indiscipline and shall make the student liable for disciplinary action against him/her.

(4) 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.

(5) 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 fail to discharge the duties well or if his/her activities are prejudicial to the interest of the University

(6) 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 to issue rail and air travel concession orders to the bonafide students of the university
- (iv) He/she will place all the matter brought to his/her notice before the Proctorial Board on being approved by the Vice Chancellor.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL
STATUTE -35
DEAN STUDENT WELFARE

(1) The first Dean Student welfare affairs 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 Students Welfare 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 shall be governed by the service rules prescribed by the University for the employees of the university.

(6) The Dean Student Welfare shall be advisor of the university Student 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 shall,

- a. Make arrangement to ensure suitable lodging and boarding facilities to the students, who desire to live in hostel.
- b. Arrange for employment of student in accordance with plans approved by the Vice Chancellor and the Board of Management.
- c. Assist the students in obtaining scholarship, by furnishing them the information in relation to these.
- d. Communicate with the guardians of the students concerning the welfare of the students.
- e. Perform such other duties as may be assigned to him for the time to time by the Vice Chancellor and the Board of Management.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

STATUTE -36

**APPOINTMENT, TERMS AND CONDITIONS, DUTIES AND POWERS OF THE
PRO VICE CHANCELLOR.**

1. The Pro- Vice Chancellor will be appointed by Chancellor with the approval of Governing body for the term of 4 years. Pro- Vice Chancellor will assist Vice Chancellor in day today functioning.

2. The Pro 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.

3. Pro- vice chancellor shall discharge such duties and perform such function as per provision of act and entrusted upon by the chancellor or vice- chancellor of the University.

4. He/ She shall be holding the post till chancellor so desires.

5. If at any point of time it appears to the chancellor that the Pro-vice chancellor

- i. Has made default in performing any duty imposed on him.
- ii. Has acted in a manner prejudicial to the entire of University.
- iii. Is incapable of managing the affairs of the University.

The chancellor may ask by order no. writing to relinquish his/her office as from such a date as may be specified in the order.

The Pro-vice chancellor may resign from his/her office by submitting resignation in writing addressed to the chancellor.

SARVEPALLI RADHAKRISHNAN UNIVERSITY, BHOPAL

STATUTE -37

MISCELLANEOUS

(I) Creation of new Department and abolition or restructuring of Existing Department:—

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, provided that before addition of any Department/ Course/ Programme, interests of students already enrolled in that curriculum shall be taken care of & a report of this effect shall be sent to the Regulatory Commission.

(II) Alteration of the number of seats in different courses of University:—

The number of seats in different course of University will be decided by academic Council & proposal shall be sent to Chancellor for its approval. The similar procedure will be followed for alteration of member seats in different course. It would, however, be in conformity of the Regulatory Body such as AICTE, NCTE, DCI, MCI, INC etc.

(III) Creation of Post & procedure for its abolition:

In the initial stage the Governing Body will propose the number of post 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.